

REDDY MANOJ

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OBJECTIVE

To enhance my conceptual knowledge and professional skills into corporate scenarios which would help in fulfilling the objectives of the organization and constantly engaging in developing myself into a resourceful professional.



EDUCATION

PGDM | Kirloskar Institute of Advanced Management Studies

- 2017 - 2019
- Finance and Marketing with **70%**.
- Major Subjects Studied: : Corporate Finance, SAPM, Financial Derivatives, Corporate Valuation, Commercial Banking

B.Com (Hons) | Acharya Nagarjuna University

- 2013 - 2016
- Accounting and Commerce with **63%**
- Major Subjects Studied: Corporate Accounting, Cost and Management Accounting, Banking and Insurance, Business Law, Economics, Taxation.

Intermediate | Master Minds Arts College.

- 2011 - 2013
- General English, Mathematics, Economics, Commerce with the percentage of **95%**

S.S.C | Dr. KKR Gowtham Concept School

- 2011
- State Board with **89%**



WORK EXPERIENCE

Satguru Travel & Tourism LLC | INTERNAL AUDITOR

Responsible for managing all branch accounts (Abuja), assisting management in finalization of financial statements, recovery of money from corporate clients.

1ST AUGUST 2019 – 10TH SEP 2021.

- ✓ Heading a branch in Nigeria for finance and credit norms as per regulations of the organization.
- ✓ Reconciliation and closure of accounts receivables and account payables
- ✓ Management of cash, funds flow & relationship with Banks
- ✓ Monitoring of pricing strategies, discounting and price bundling.
- ✓ Handling finance team for Timely submission of invoices to corporates on regular basis.
- ✓ Recovery of money from the corporate clients and individual as per organization credit norms.
- ✓ Support to operations and aftersales service.
- ✓ Corporate positioning, communication and public relations.
- ✓ Evaluate internal audit suitability, overhead cost efficiency, cost effectiveness and internal control effectiveness.



INTERNSHIP (BUSINESS IMMERSION)

Geojit stock broking. Ltd

Study on performance evaluation of equity shares, mutual funds and SIP.

02 APRIL 2018 – 31 JUNE 2018

Objective: To expand the business in sale of Demat account by undertaking the following

- ✓ Conducted investor awareness program (IAP)
- ✓ Increase of customer base by fixing an appointment with clients who are interested in open of Demat accounts and willing to invest in stock markets and derivative markets.



ACADEMIC PROJECTS

Project Name	Month & Year
Corporate valuation of Bandhan bank (IPO)	November , 2018
Portfolio management of HUL	October , 2018
Research report on Bill Boards – Out Door Advertisements	November, 2017



CERTIFICATIONS

- NISM Series V A: Mutual Fund Distributors Certification Examination – November 2018
- International Business given by **KIAMS** - December 2018
- Inferential Statistics inferential given by **KIAMS** - August 2018



SKILLS

- Accounting
- Teamwork skills
- Adaptability
- Microsoft Office (PowerPoint, Word, Excel)

ACHIEVEMENTS (ACADEMIC & PROFESSIONAL)

- Runner up in the competition of Fynamite – as a part of Management Fest (Bizziamo) of Kirloskar Institute of Advanced Management Studies in the year 2018
- Runner up in finance manager as best performer of west African region



INDUSTRIAL EXPOSURE

- Visited JSW Steel Plant, Toranagallu – July 2017



PERSONAL DETAILS

Gender	:	Male
LinkedIn Profile Link	:	https://www.linkedin.com/in/manoj-reddy-b24647149
Father Name	:	Gowtham Gandhi
Permanent Address	:	D.no:1-204, Alamuru main road,Gummileru, E.G Dist., Andhra Pradesh-533232
Languages known	:	Telugu, English.

I hereby affirm that the information in this document is accurate and true to the best of my knowledge.

Reddy Manoj