

WORK EXPERIENCE

SNEHA ASSOCIATES

BANGALORE, KARNATAKA

August 2016 – March 2018

- Maintain day to day books of accounts in tally.
- Prepare asset, liability, and capital account entries by compiling and analyzing account information.
- Maintain bank reconciliation statement and reconciliation of debtors and creditors,
- Maintain petty cash book
- Maintain all accounting voucher entry.
- Maintain balance sheet and profit and loss account.
- Maintain goods and service tax, GSTR1, GSTR2, GSTR3, GSTR9, GSTR9C and also GST registration.
- Maintain receipts, payments and following up payments .

RAVI PRASAD AND CO

BANGALORE, KARNATAKA

March 2018 – July 2021

- Analyzed balance sheet accounts and posted monthly journal entries in accordance
 - Maintained cash basis financials used to generate partner
 - Owned the maintenance and tracking of inter company loan schedules to ensure all deadlines were met
 - Maintain the income tax returns
 - Maintain also PI and PO and all debit note and credit notes
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EDUCATION

S.R.N ADARSH COLLEGE

Bachelor of Commerce, Jun 2017

BANGALORE, KARNATAKA

58%

S.R.N ADARSH COLLEGE

PUC, Jul 2014

BANGALORE, KARNATAKA

48%

ADDITIONAL SKILLS

- Financial Reporting
- Account Reconciliation
- Strong in MS Excel
- Strong interpersonal skill

PERSONNEL INFORMATION

Name : Deepak.D.P

Date of Birth : August 3rd 1996

Nationality : Indian

Address : #11/11 1st floor, ideal homes,
Rajajeshwari nagar, Bangalore 560098.

Languages Known : English, Hindi, Kannada and Tamil

Hobbies : Reading Books, travelling, Listening music, playing cricket etc.

DECLARATION:

I hereby declare that the above information are true and correct to the best of my knowledge and belief and I bear the responsibility for the correctness of above mentioned particulars.

(DEEPAK.D.P)

Date:

Place: Bangalore