

# VARSHA M



## CONTACT

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03.03.2001

## OBJECTIVE

Seeking an opportunity in an esteemed organization in the field of accounting where I can utilize my skills, knowledge and experience for the development of both organization and myself.

## SKILLS

- Tally erp 9
- Tally prime
- Real book
- GST Filling
- BRS
- Basic Excel
- MS Word

## INTERESTS

- Auditing

## LANGUAGE

- ✓ Tamil
- English

## EXPERIENCE

### Auditor Office

03/2022 - Present

Assistant Accountant

Ability to prepare and understand balance sheets

Maintaining records like vouchers, bills, receipts and payments

Assisting in processing balance sheets, income statements and other financial statements

Assisting senior accountants in the preparation of monthly/yearly closings.

## EDUCATION

### Sri Saraswathi Thiyagaraya college Pollachi

2021

BCOM(ABA)

90%

### Velammal Matriculation Higher Secondary School

2018

HSC

91.5%

### Malar Matriculation Higher Secondary School

2016

SSLC

96%

## INSTITUTIONAL TRAINING

Completed 17 days Institutional training under Mr. JANARTHANAN F.C.A Chartered Accountant at Pollachi where I understand the basics of accounting which was very much helpful while implementing in my studies, & also had a team work coordination experience.

Training period: 27-08-2018 to 12-09-2018

Completed 31 days Institutional training under Mr. VIVEKANANTHAN B. Com F.C.A Chartered Accountant at Pollachi where I had wide hands on experience of implementing my knowledge over the time period I got a experience of understand the basics of income tax which was more helpful in my studies.

Training period: 02-05-2019 to 01-06-2019

Completed 17 days Institutional training under Mr. K.B. RAMACHANDRAN M. Com, F.C.A, AICWA, D.I.S.A at Pollachi where I had training on basics of GST which was very much use full in implementing.

Training period: 01-08-2019 to 17-08-2019

## DECLARATION

I hereby declare that all the information given above is true and correct to the best of my knowledge.