

# **CURRICULAM VITAE**

**K.N.K.C. SUBHASH BABU**  
Janapriya Apartments,  
Flot 466,A5 Block,5th Phase,Miyapur,  
RR Dist, Hyderabad, A.P.

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## **Objects:**

Having 20 years of experience in Accounts. To be associated with a progressive organization that gives me scope to update my knowledge and skills in accordance with latest trends and to be a part of a team that Dynamically works towards the growth of the organization and gain satisfaction there off.

## **Academic qualifications:**

**B.Com** - from Nagarjuna University

## **Technical environment:**

Operating system	Windows xp
Accounts packages	Tally ERP 9 and Focus

## **Article ship:**

Did CA Articles from K.Baloo and Company, Bangalore.

## **Work experience:**

1. From 01-01-2010 working as Sr. Accountant till to date in  
**Krushbi Biotech, Hyderabad.**
2. Worked as Accountant since January, 2005 to30-12-2009 in **SOM  
PHYTOPHARMA (INDIA) LTD., BOLLARAM. MEDAK DIST.**
3. Having 12 years of experience as Manual Accountant at Sri Sainadh Rice and Oil Mills, Karlapalem, Guntur Dist.

## **JOB RESPONSIBILITIES:**

1. Overall corporate accounting up to Finalization of Accounts.
2. Preparation of MIS month wisely.
3. Invoicing and follow up with collection agents for timely collection.
4. Preparing VAT, CST, PAY ROLL, P.F. Income Tax ESI, Service Tax including E filing of Forms monthly and required as per the rules, and issue of C forms online.
5. Preparing Stock Statements, Maintenance of Records as per the rules and regulations of Central Excise, Day to day Transactions, Debtor's ledger and creditor's ledger.
6. Able to maintain entire factory accounts independently, Maintenance of cash is additional qualification along with BRS.
7. Timely preparation of P and L Account and schedules.
8. network security

Date of Birth : 07-11-1968

Salary particulars : salary drawn Rs22000+conveyance

Time for joining : 7 days/immediately

Place: Hyderabad

**(NKC SUBHASH BABU K)**