**RESUME**

**PRASHANTH M**

Residential Address :

Late S/o. Chandrashekar M

12th Ward Devinagar

Chittawadagi,

Hosapete(Tq) PIN :583201

Bellary(District)

**CellNo:9916711526**

**Email:mpshanth1988@gmail.com**

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| **CAREER OBJECTIVE** |

Intend to work in an environment with dedicated people, which will help me to learn add values and upgrade myself with new technology, So that I can contribute all my skills and potential for the growth and development of the company for achieving its goals.

**Educational Profile:**

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| **Degree** | **School/College** | **Board/ university** | **Year of  passing** | **Percentage of  marks** |
| B.Com | Vijayanagar collage  Hospet | Gulbarga University  Gulbarga | 2009 | 60.00% |
| PUC | Vijayanagar collage  Hospet | Department of Pre-University Education,  Karnataka | 2006 | 45.33% |
| SSLC | Gnana Deepa  High School | Karnataka Secondary  Education  Examination Board | 2004 | 50.08% |

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| **TECHNICAL SKILLS** |

* M S Word.
* M S Excel.
* Tally 9.0
* Winman CA Erp.

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| **WORK EXPERIENCE** |

1 Year Experience

Madhava Medical Agencies (Marketing)

Hospet (Tq)

Bellary (Dist.)

9 Months Experience

Allsech Technologies Ltd

Tata Docomo Domestic Call Center

Jyothi Nivas College Main Road

4th Block, Koramangala Industrial Lay out

Bengaluru

Auditor Assistant

D.V. Sarovar & Co., Chartered Accountants

N.C.Colony ,Hosapete.(TQ) PIN:583203

Bellary(Dist)

Working on (May-2011-Till Now)

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| **Duties & Responsibilities** |

* Verifying Day book, Cash book, Ledger, Journal and Vouchers
* Preparing Trial Balance, Trading & Profit & Loss Account, Balance Sheet and Bank Reconciliation Statement.
* Preparing Income & Expenditure and Receipt & Payment Accounts
* Preparing Statement of Income Tax, and Returns
* Checking Books of Accounts and Finalization of Accounts
* Preparation of Document for Audit Report.
* Communicating with Clients.
* Managing product sales and stock control
* Promoting and selling assigned products
* Creating product awareness
* Reaching sales targets
* Generating new business and maintaining current client relationships

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| **INTERESTS AND HOBBIES** |

* Reading books,
* Listening to Music,
* Playing Cricket
* Visiting Historical Places.

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| **Personal Details** |

Name : Prashanth M

Father Name : ChandrashekarM

Date of Birth : 16-05-1988

Nationality : Indian

Languages Known : English ,Kannada,Hindi ,Telugu

Marital Status : Married

Permanent Address : Prashanth M

Late S/o. Chandrashekar M

12th Ward Devinagar

Chittawadagi

Hosapete(Tq)

Bellary (Dist)

Karnataka State

PIN:583201

Cell:9916711526

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| **DECLARATION** |

Kindly consider my application symplication sympathetically and provide me an opportunity to serve in our Organization for which act of Kindness, I shall be ever grateful to you sir.

Looking forward to hear from you at the earliest.

**Place : Hosapete**

**(PRASHANTH M)**