

## DEEPTHI AN

# 326, 5<sup>th</sup> Block,  
SIR.M.Vishveshwaraiah Layout, Muddinapalya  
Bangalore – 560 091

**Mobile:** +91 99006 05289

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### CAREER OBJECTIVES

To pursue a challenging career and contribute my skills in a manner that is profitable to the organization. There by augmenting my knowledge and experience to best ensure the growth of the organization.

### SKILL SET

- MS Office
- Tally ERP
- Reports
- IT Filing
- GST Registrations
- Reconciliation

### EDUCATION DETAILS

- **Bachelor's Degree in Science**– *Bangalore University – 2009*

### CORPORATE EXPERIENCE HIGHLIGHTS

#### **Fintacc Corporate Solution**

**Accountant - June 2017 to till date**

- ✎ GST Registration, Monthly Return Filing
- ✎ TDS filing
- ✎ PT Registration, Monthly Return Filing
- ✎ PAN and TAN Registration
- ✎ End to End Accounting using Tally ERP 9
- ✎ Income Tax Return Filing

#### **I Services Pvt. Ltd.**

**Insurance Coordinator - April 2016 to May 2017**

- ✎ Processing the Cashless insurance claims in Rangadore Memorial Hospital
- ✎ Worked with various TPA to get cashless benefit to customers

**LARSEN and TOUBRO, Mysuru**

***Associate Supervisor - August 2009 to September 2011***

- ✦ Quality assurance in sample evaluation for Mechanical components and PCBs
- ✦ Preparing sample inspection report
- ✦ Process Audit

**PERSONAL DETAILS**

- Husband Name : Sandeep Srikant Rao
- Date of birth : 5<sup>th</sup> Nov, 1988
- Marital Status : Married

**PLACE: BANGALORE**

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