

Anitha S

#30 2nd main 2nd cross Manjunath Nagar Ittamadu BSK 3rd Bangalore 85

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Career objective

To work as experienced professional and to achieve a successful position in an organization to expand my learning, enhance my skills, capability and to contribute to the organization goal by effectively using the skills and knowledge gained through practical education and experience

Education:

Class	Institution	Year	Percentage
SSLC	Vasavi Vidhyanikethan Public School- Bangalore	2006	43%
PUC	Bharath Matha Girls College- Bangalore	2008	54%
B.COM	APS College of Commerce Bangalore	2011	57%

Work Experience:

Shekar & Yathish Chartered

Accountant [July-2011- August
2012

- Filing the TDS Returns.
- Filing the VAT Returns.
- Auditing.

Accenture August 2012-March
2015

- Knowledge off work allocation
Roles and Responsibilities.
- Posting of PO and Non-PO
invoices.
- Posting of Credit Memos.
- Posting Custom and Freight
Invoices.
- Excel invoice posting quality
check on daily basis.
- Providing training for the new
joiner's internal audit of the
invoices.
- Preparing Indexing error on the
daily basis.
- AccountanPersonal Details:

Personal Details:

Father's Name: M.Shivalinge
Gowda

Date of Birth: 30-12-1990

Languages Known:

Read : Kannada, English

Write : Kannada, English

Speak : Kannada, English

I hereby declare that all the
information furnished above is
accurate and true to my
knowledge.

Date:

Place: Bangalore

(Anitha.s)