

RESUME

M. SIRISHA

Mobile: +91 9052204955

Email: sririsha9966@gmail.com

Career Objective

Seeking a challenging position under a quality environment where my skills and experience can be fruitfully utilised for the growth organisation and myself. I am rated to possess good academic, analytical and communication skills and endeavor to contribute to the corporate world with my professional qualification and intellect and hence looking forward to be an integral part of organisation.

Education Qualification

Course	Board of Education	Aggregate
Cost and Management Accountant (INTER)	ICMAI	61 % (Merit)
CPT	ICIAI	54%
B.COM	Nagarjuna University	65%
INTERMEDIATE	Board Of Intermediate Education	86%
S.S.C	Board Of Secondary Education	8.0 GPA

Experience

Feb 2023 – July 2023

Apollo Hospitals chennai

Internal auditor

Roles and responsibilities :

Dealings mainly with billing team ,

Refunds , Discounts, Cash verification

Day to day report of Admission and Discharge

Giving reviews, opinions on their policies.

June 2021 – Dec 2022

Kuppala hemant & Associates

Article assistant

Roles and responsibilities:

Filing ITR , GST , TDS

Technical Skills

- Information technology certificate issued by ICMAI
- MS.Excel
- Auditing
- Accounting

Strengths

- Positive attitude,
- Hard working,
- Good learner of new & unknown things,
- Time management,
- Active listening,
- Ability to work on multiple tasks simultaneously.

Personal Details

Name	:	M.Sirisha
Address	:	D.No. E/223, Near filter house, V.P South Nagarjunasagar, Macherla MNDL, Guntur DIST
Date of birth	:	27-06-1997
Nationality	:	Indian
Languages Known	:	Telugu, English, Hindi
Hobbies	:	Reading Books

Declaration

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Place: Nagarjuna Sagar,

Date:

M.SIRISHA