**CURRICULUM VITAE**

**SHIVANI GANDI**

**E-Mail: gandi.shivani@gmail.com**

**Contact: 9491691246**

**CAREER OBJECTIVE:**

To associate myself with an esteemed organization wherein, I can utilize my technical and interpersonal skills and abilities in contributing effectively towards the self-growth and growth of the organization.

**WORK EXPERIENCE :**

* Worked as Process Developer in **Genpact** Hyderabad from 2021-2023.
* Worked as Financial Analyst in **Aria Tech Solutions** from 2016-2018.
* Worked as Data Entry Operator in **State Audit Department**, Karimnagar Telangana from 2013-2014.
* Tax Practitioner in **Mallesham & Associates** Karimnagar Telangana from 2010-2012.

**PROJECT SUMMARY:**

* Maintaining the financial statements related to cashflows and Ratio analysis.
* Analyzed Balancesheet and profit and loss Budget variances and strategic scenario.
* Trained and coached accounting and financial concepts to non – accounting freshers.
* Updated management report with value added comparative information and drop profit and loss analysis.
* Provided solutions to information need increase in visibility to support better business decisions
* Supported the senior Management Team and corporate in developing and maintaining financial analysis and Reports.
* Performing the process of monthly accruals and recording of adjusting and reclassification journal entries if necessary.
* Creating product blended standards as required to support sales system transactions.
* Performing monthly analysis and Revenue and expense activity while conducting a reconciliation of complex balancesheet accounts including accounts receivables and inter company accounts.

**Technical skills :**

* **Operating Systems** : MS-DOS, Windows
* **Languages**  : HTML, VISUAL BASIC 6.0 ,SAP FICO.
* **Packages**  : MS-OFFICE, TALLY , ORACLE 8.0 , Typing skills.

**EDUCATIONAL QUALIFICATIONS :**

#### MBA (Finance) from IGNOU University Warangal .

* B.com (Taxation) from SRR Degree College affiliated to kakatiya University.
  + Intermediate (C.E.C) from Trinity Jr.College Karimnagar.
  + S.S.C from Ramakrishna High School, Karimnagar in the year .

**STRENGTHS:**

* Self confidence
* Self disciplined
* Ability to work hard
* Able to mingle with people and lead the team

**PERSONAL PROFILE:**

**Name : SHIVANI GANDI**

**Father’s name**  : RAJESHWAR.G

**Mother’s name :** RADHAMANI. G

**Date of Birth**  : 12-07-1984,

**Gender**  : Female

**Marital Status :** Divorced

**Languages Known**  : English, Hindi and Telugu

**Address : H.NO. 6-5-28,**

**Kharkhana gadda,**

**Karimnagar-505001.**

**Telangana (India)**

**DECLARATION**

I hereby declare that the information furnished above is true to the best of my Knowledge.

**Date: (SHIVANI.G)**

**KARIMNAGAR.**