**HARSHA AGARWAL**

[harsha.agarwal91@gmail.com](mailto:harsha.agarwal91@gmail.com)

9030694985

**CAREER OBJECTIVE**

To be associated with a value driven Organization and work in a creative and challenging environment which provides me opportunity for continuous learning & growth.

# EDUCATIONAL / PROFESSIONAL QUALIFICATION

* **LLB –** Dr. BR. Ambedkar Law College, Hyderabad -2021.
* **MBA**– Aurora’s PG College, Hyderabad - 2016.
* **B.com**- Raja Bahadur Venkat Rama Reddy Women's College -2014.
* **MEC** Sri Chaitanya Jr. College -2011.
* **SSC**– Mohan’s Grammar High school, Hyderabad -2009.

**WORK EXPERIENCE**

* Audit Assistant at RS Jain & Associates, Charted Accountants, Hyderabad from 2022-2023.
* Freelancer with Chartered Accountants, Company Secretary and Cost Managements 2019-22.
* Stock Auditor and Accountant at BSH Agritech Pvt. Ltd, Hyderabad from 2017-19.

**JOB PROFILE**

* Handled ROC filing on MCA website.
* Maintenance of day to day records.
* Auditing of stock and maintaining report files (daily and monthly).
* Preparation of all vouchers, invoices (Purchase, sale) and preparing the monthly profit and loss account.
* Entering vouchers in Tally ERP-9.
* Working knowledge of GST and GST returns.
* Making purchase order and quotations.
* Tax Audit, Statuary Audit, Interim Audit.
* Preparation of financials and provisional financials.

# STRENGTHS

* Good Communication skills.
* Have the confidence to self-learn & presentation skills.

# PERSONAL DETAILS

Date of Birth : 25th March, 1991

Marital status : Married

Languages known : English , Telugu and Hindi.

**Harsha Agarwal**