**S.SHASHANKA REDDY**

CA-Inter, B.Com, ADFT

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# CAREER OBJECTIVE:

To pursue a dynamic and challenging career with an organization of repute which offers opportunity to enhance my professional skills while getting a high level of satisfaction and recognition.

# EDUCATIONAL QUALIFICATIONS:

* Professional Qualification:

|  |  |  |
| --- | --- | --- |
| **Examination** | **Institute** | **Year** |
| CA Inter (PCE) | Institute of Chartered Accountants of India (ICAI) | Nov, 2011 |

* Academic Qualifications:

|  |  |  |
| --- | --- | --- |
| **Examination** | **School/College** | **Year** |
| B.com | PGRR, Osmania University | 2011 |
| Intermediate (CEC) | Little Flower junior College | 2008 |
| X – CBSE | Kendriya Vidyalaya, Uppal | 2006 |

* Others :

|  |  |  |
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| **Examination** | **Institute** | **Year** |
| ADFT (Advanced Diploma in Foreign Trade) | Indian School of Business Management & Administration (ISBM) | 2011 |

**WORK EXPERIENCE:**

* **Mammomobile Charitable Trust: Secretary & Coordinator**

**Period: June 2015 - May 2016**

* Maintenance of accounts
* Monitoring the application of funds
* Fundraising
* Representing the NGO at the Rotary Clubs
* Drafting contracts, MOUs etc.
* Coordinating with the bus builder, vendors and sponsors

# Deloitte Support Services India (P) Ltd : Independence Audit Analyst

# Period: June 2013 - September 2014

* Interacting with the partners and collecting required information and documents.
* Researching on various financial instruments held by the auditee.
* Analyzing the information gathered to identify conflict of interest, if any.
* Conducting audit of the financials, investments of the Partners and Directors to ensure compliance with SEC norms and their integrity while making audit process smooth.
* Communicating any violations or otherwise and issuing the audit report.

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* **Sunil and Sanjay Chartered Accountants: Articled Assistant**

**Period: September 2008 - January 2013**

* Conducting Statutory and Internal Audits of firms, companies of various industries.
* Compliance with Indian GAAP.
* Preparation of the required documentation for filing appeals with the Income Tax Department.
* Filing of Income tax returns.
* Filing Annual returns, Incorporation of Companies.

# STRENGTHS:

* Good Verbal and written communication skills
* Dedicated and eager to learn
* Ability to work with diverse group
* Enthusiastic team player

# PERSONAL INFORMATION:

* DOB : December 03,1990
* Hobbies : Singing, Gardening & Postcrossing
* Gender : Female
* Languages known : English, Hindi & Telugu

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