

RESUME

BANDI BHARATHKUMAR

Email: gautamnanda1996@gmail.com

Mobile No: 9059 284 295

Professional objective:

A Challenging position with a Progressive Organization that will effectively utilize my knowledge.

Strengths:

- Self Starter with logical thinking and analytical approach backed by hard working.
- Ready to adopt a new change. Excellent co-ordination capabilities.
- Excellent Co-ordination and Capabilities.
- Devotion determination and dedication.

Educational Qualifications:

- Completed B.com(Computers) Kakatiya University, Warangal with 61% of marks(2015-2018)
- Completed Intermediate (M.E.C) from JB Junior College, Hanamkonda with 66% marks (2012- 2015)
- S.S.C from Wisdom High School, Warangal with 92% marks (2011-2012).

Technical Skills :

- **Accounting Packages:** Tally ERP, Tally Prime, Focus, Wings.
- **Operating system:** Windows'2000, Windows'07, Windows'10 and Windows-XP
- **MS Office :** MS-Word, MS-Excel and MS-Power Point.

Experience:

- Working as Executive in Airport Operations and Customer Service Department (**AO & CS**) in Indigo Airlines at RGIA Shamshabad from past 2.5 years
- Worked as a Accounts Officer in Kapil Chit Fund from 2 years in Narsampet Branch & Subedari Branch.
- Worked as a Office Assistant in Kapil Chit Fund for 3 years Warangal MG Road Branch.

Personal Skills:

- Good communications in handling the Clients
- Comprehensive problem solving abilities excellent verbal and written communication skills ability to deal with people diplomatically willingness to learn Team facilitator and Hard working.

Personal Profile:

Name	:	B.BHARATH KUMAR
Father Name	:	B.MAHESH (Late)
Date of Birth	:	19-01-1996
Nationality	:	Indian
Religion	:	Hindu
Marital Status	:	Unmarried
Languages Known	:	Telugu, English & Hindi
Permanent Address	:	H.no.18-3-238/40.Kareemabad,Warangal
Present Address	:	H.No:8-7-13/772/1, Sai Colony,Hyderabad, Dist:Hyderabad-500005
Contact No.	:	9059 284 295

DECLARATION:

I here declare that the above information given is true to the best of my knowledge.

Place: Hyderabad

Date:

(B.BHARATHKUMAR)