

**PRAKASH V**

No: 90 Pettai Street,  
Old perungalathur,  
Chennai-600063  
Mobile: 9840901460

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### **KEY SKILLS**

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- ✓ Experience of working on SAP
- ✓ Expertise in working with MS Excel spreadsheets
- ✓ Ability to Work Under Pressure

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### **PROFESSIONAL EXPERIENCE**

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**Organization: Accenture Pvt Ltd.**

**Designation: Transaction Processing Associate**

**Duration: November-30-2016 to Present**

**Roles & Responsibilities in the General ledger accountant**

- Having 2 year of Experience in General accounting (RTR Process)
- To keeping the records of daily financial transactions and analyzing the financial aspects of organization.
- To assigning entries to proper accounts
- Posting checks, tracking general ledger accounts and posting general journal entries
- Using accounting tools wherever necessary
- Providing the supporting report to client during financial issues.
- Prepared journal entries for inventory provision accruals on month-end close.
- Responsible for maintaining accounting ledgers and performed account reconciliation.
- To Performed month-end close which includes reviewing and posting all inventory related automated journal entries
- Served as back-up for other general ledger accountants, including generating and maintaining financial statement reports.
- To prepare the subsidiary Account reconciliations and reporting to client requirement.
- Preparing quarterly financial reports and general ledger accounts.

- To checking the three stages report and posting the automated journal entries for deferred revenue in SAP.
- To posting the automated journal entries for GRIR clearing in SAP on month-end close.
- To prepared the report and manually posting the entries for Freight and Duty.
- Responsible for the accurate and timely completion of monthly firm financial statements.
- Assisting staff in monthly closing activities and preparing account reconciliations statement
- Provide the financial report for internal and external auditing.
- Regular attending to team meetings
- Quick response to query mails
- Resolving client's queries regarding issue on entries.
- To make the calls with client on month-end close.

#### **Rewards and Achievements**

- Maintaining audit check list and Productivity Tracker.
- Awarded a Spot Reward Point twice for contribution in processing the month activity.
- Have been received the reward & recognition from client.

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#### **PERSONAL SKILLS**

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- ✓ Ability to deal with people diplomatically.
- ✓ Organized and well-structured at work.
- ✓ Pleasant & courteous attitude to get along well people.
- ✓ Quick ability to adapt any new applications.
- ✓ Effective time & cost management.

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## TECHNOLOGY SUMMARY

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- ✓ Office Packages: MS Word, Excel & Power Point presentation.

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## EDUCATIONAL

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2012– 2014	<b>MAAMALLAN INSTITUTE OF TECHNOLOGY</b> <ul style="list-style-type: none"><li>• Master of Business Administration</li></ul>	<b>Sriperumbudur, India</b>
2009– 2012	<b>PRINCE SHRI VENKATESHWARA ARTS &amp; SCIENCE COLLEGE</b> <ul style="list-style-type: none"><li>• Bachelor of Commerce</li></ul>	<b>Chennai, India</b>
2007– 2009	<b>Govt.HR.SEC.SCHOOL</b> <ul style="list-style-type: none"><li>• H.S.C</li></ul>	<b>Chennai, India</b>
2006– 2007	<b>Govt.HR.SEC.SCHOOL</b> <ul style="list-style-type: none"><li>• S.S.C</li></ul>	<b>Chennai, India</b>

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## PERSONAL DETAILS

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Father's Name : V.Vasu  
Mother's Name : V.Lakshmi  
Date of Birth : 12.04.1992  
Marital Status : Single  
Languages Known : Tamil and English

\* I hereby declare that the details furnished above are true to my knowledge and belief.

Place: Chennai

(PRAKASH V)

Date:

