

## **RESUME**

**A. VANAVASULU**

No: 5/90, 6<sup>th</sup> Street,  
Kamaraj Nagar, Korukkupet,  
Chennai-600 021.

Mobile: 9566015134

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## **OBJECTIVE**

To work in an atmosphere that provides abundant Opportunities and challenges which would enable me to develop Skills and encourage continuous learning and activity.

## **EDUCATIONAL QUALIFICATION**

❖ **S.S.L.C (2003)**

A.E.M. Hight School, Chennai.

Percentage – 73%

❖ **HSC (2005)**

S.K.P.D. Boys Hr. Sec. School, Chennai.

Percentage – 61%

❖ **B.Com., (2008)**

Sir Theagaraya College, Chennai.

Percentage – 55%

## **COMPUTER SKILLS**

❖ Ms-Office

❖ Tally 9

## **TECHNICAL SKILLS**

❖ English Typing Junior Grade

## **HOBBIES**

❖ Reading Books

❖ Listening Music

## EXPERIENCE

- ❖ 1. Worked as a Faculty (Tally) in S.I.T.D Institute for 6 Months
- ❖ 2. Worked as a Data Entry Operator in CAMS for 6 Months

### Work Includes:

Project Work  
Fresh Application Processing.  
Doing Image QC ( Quality Checking ) & Authorization  
Rejection Handling and Working on Reset Transaction

- ❖ 3. Working as an Accountant in Auditor's Office From NOV 2009 to till Now.

### Work Includes:

Book Keeping, Preparation of Final Accounts.  
Prepared Income Tax Statement for Salary Clients & Business Clients and Partnership Firm Clients.  
Bank Recansilation Statement.  
Rectification of Errors and after Prepared Final Accounts.

## PERSONAL DETAILS

Name	: <b>A.Vanavasulu</b>
Father's name	: Mr. A. Chenchaiiah
Date of Birth	: 9 <sup>th</sup> May 1988
Age	: 28 years
Gender	: Male
Marital Status	: Single
Religion	: Hindu
Nationality	: Indian
Languages Known	: English, Tamil & Telugu

**DECLARATION**

I hereby declare that the above mentioned information given by me above is true to best of my knowledge and belief.

Yours faithfully,

**(A.VANAVASULU)**

Place : Chennai.

Date :