

# RAMKUMAR R

## Accountant

### Objective

To apply my accounting and auditing skills in a challenging role, contributing to accurate financial reporting, tax compliance, and efficient financial management, while growing professionally in a dynamic environment.

### Work Experience

#### Accountant | M. RAJASEKARAN & ASSOCIATES [THENI, TAMILNADU] |

SEP 2022 - Present

- Prepare and analyze monthly, quarterly, and annual financial statements.
- Perform month-end and year-end closing procedures, including reconciliations of all client's accounts (bank, general ledger, accounts payable/receivable).
- Ensure timely and accurate preparation and filing of tax returns GSTR-1, 2B, 3B & GSTR-9 & 9C Reconciliation and Filing . TDS 24Q, 26Q, 27EQ Filing, Correction every quarter.Minimizing company tax liabilities.
- Assist of Tax Audit Case Income Tax Preparation for Senior Accountant.

#### Junior Accountant | STARWALK FASHIONS PVT LTD [TIRUPUR, TAMILNADU]

AUG 2021 - JUL 2022

- Assisted in preparing monthly financial reports and conducting reconciliations for accounts payable and accounts receivable.
- Performed bank reconciliations and resolved discrepancies between records and bank statements.
- Supported the audit process, providing necessary documentation and resolving discrepancies to ensure smooth audits and compliance with regulatory standards.
- Maintained and updated records for accounts payable, including vendor invoicing and payment processing.

### Educational Background

#### Master of Business Administration (MBA), Finance

Bharathiar University, Coimbatore, TN (2021-23)

#### Bachelor of Business Administration (B.B.A)

MMC College of Arts & Science, Theni, TN. (2018-21)

## Contact

**Phone :** 9360310242

**Email:** ramkumar2352001@gmail.com

**Address:** 2-6-9/1 RSS East Street,  
Lakshmpuram, Theni, TN-625523

## Skills

### Professional Skills

- Financial reporting
- Stock & concurrent audit
- Tax preparation & Compliance (TDS,GST knowledge)
- Accounts payable/Receivable
- Payroll Management

### Technical Skills

- MS OFFICE
- Computax
- TALLY
- SAP

### COURSES & CERTIFICATIONS:

- Tamil Nadu State Level - Junior Grade English Type Writing (2018).
- Pradhan Mantri Kaushal Vikas Yojana (PMKVY) skill India Certificate - "Trainee Associate" (2019).
- "The Fundamentals of Digital Marketing" - Google (2020).

## Additional Information

- **D.O.B** - 23/05/2001
- **Gender** - Male
- **Father's Name** - Raj G
- **Nationality** - Indian
- **Languages Known** - English,Tamil,Telugu(verbal)