

# RESUME

Hariharan P,

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7667084388

## OBJECTIVES

To develop and discover my vision into pragmatic action, as a performance-oriented official with a proper accounting track record, I want to activate my “self-branding” strategy in your organization with strong and healthy confidence.

## EDUCATIONAL QUALIFICATION:

**UG:** B.com (CA), Shevaroy's College of Arts and Science, Affiliated to Periyar University, to scoring 82% from 2015 to 2018.

**12<sup>th</sup>:** Government Boys Higher Secondary School [State Board] Valasaiyur, Scoring 66% from 2014 to 2015.

**10<sup>th</sup>:** Government Boys Higher Secondary School [State Board] Valasaiyur, Scoring 63% from 2012 to 2013.

## EXPERIENCE:( 6 Years and 10 Months Experience )

- I worked as an accountant in SG Agencies for the period of 01.04.2017 to 31.08.2017
- I worked as an associate in Indecomm Global services India Private Limited for the period of 01.07.2018 to 30.11.2021.
- I worked as Accounts Asst. in Coimbatore Anamallais Agencies Private Limited (Anamallais Toyota) for the period of 16.10.2019 to 31.01.2023.
- I am worked as an Accounts Executive in Anamallais Agencies Stadium Private Limited for the period of 01.02.2023 to 25.05.2024.
- I am working as Accounts Executive in Sri Lakshmi Automobiles World (Ashok Leyland – Authorized Service center) for the period of 23.08.2024 to 16.06.2025

## WORKING SKILLS:

- Cash Handling & Petty Cash maintenance daily basis.
- Cash Receipt & Payment maintenance and record in Tally.
- Bank Receipt & Payment Maintaining and record in Tally.
- Sales & Purchase Vouchers maintained in Tally.
- BRS closing daily wise.
- GSTR-1 Filing and E-Invoice preparing to the B2B customers.
- TDS filing.
- GSTR-2B reconciling.
- Debtors & Creditors Reconcile.

**AREA OF INTEREST:**

- Accounting, Auditing, Computer, Tally.

**TECHNICAL ASPECTS:**

- MS Word and Excel, Tally Prime & Tally ERP, Typewriting, Internet Access, Mailing and Online Service Activities

**LANGUAGE KNOWN:**

- Tamil and English

**BIO-DATA**

Name	:	Hari Haran P
Father's Name	:	Pichai Mani K
Date of Birth	:	03/01/1998
Sex	:	Male
Religion	:	Hindu
Nationality	:	Indian
Marital Status	:	Unmarried
Permanent Address	:	1/49, Mettu Street, Valasaiyur (PO), Salem – 636122

**DECLARATION:**

I hereby declare that the above-mentioned statement given by me is true Best of my knowledge & belief.

**DATE:****(Hari Haran P)****PLACE:****SIGNATURE****REFERENCE:**