

Maddikunta stikanth

Accountant

AREAS OF EXPERTISE

Tally ERP 9 with GST

MS Excel

MS Word, Power Point

Windows 7, 8 & 10

PERSONAL SKILLS

Customer support skills

Good communication skills

Typing skills

PERSONAL DETAILS

Maddikunta srikanth

India

Srikanthkuntadui597@gmail.com

DOB: 08/03/1997

Nationality: Indian

PERSONAL SUMMARY

To be a part of Organization and work in a highly challenging and motivating Environment where I can exploit and enhance my skills in best possible ways For the benefit of the organization.

Now looking for a new and challenging accountant position, one which will make best use of my existing skills and experience and also further my development.

WORK EXPERIENCE- 2 years from NS FISH DISTRIBUTION & CO.

Accountant - October 2019 - December 2021 (2 Years 2 Moths)

Duties:

- Preparing purchase register and sales register.
- Recordkeeping and maintenance of accounting system.
- Managing accounts payable, Handling salary staff.
- Analyzing and preparing weekly, monthly, and yearly financial reports.
- Computing taxes and returns statements.

KEY SKILLS AND COMPETENCIES

- Tally ERP 9 and GST.
- MS-WORD, MS-Excel, MS-Power point.
- MS-DOS.
- DCA (Diploma in Computer Application)

ACADEMIC QUALIFICATIONS

B.com (computers) at Nishitha Degree College from Telangana University in 2014-2017at Nizamabad in Telangana.

Intermediate MEC at Kakatiya junior college from the Board of intermediate education at Nizamabad in Telangana.

SSC at Radha Krishna high school, from the board of secondary education In Nizamabad

DOCUMENTATION

I hereby declare that above said details are true and correct to the best of my knowledge.

Thank you.