

# RESUME

**Manisha Sidrai Demane**  
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## **Objective:-**

To be a part of growing and reputed institution, which provides ample opportunities for me to utilize my knowledge and skill and thereby, contributing to the success of the institution, and thus leads to my professional and personal growth.

## **Experience:-**

- Worked as Audit Assistant for 6 months under Shri. Anand Nayak CA
- Worked as account assistant for 3 months in Alphasure Pvt.Ltd.

## **Education Qualification:-**

- M.Com from Bhaurao Kakatkar College, Belagavi in 2019.
- B.Com from Bhaurao Kakatkar College, Belagavi in 2017.
- PUC from Maratha Mandal Pre–University College, Belagavi in 2014.
- SSLC from Mahila Vidhyalay high school, Belagavi in 2012.

## **Extra Educational Activities:-**

- Special project study on “Work Life Balance” at Aqua Alloys Ltd. Shinoli
- Attended Work shop program on “Personality Development Workshop” at B.K.College.

## **Hobbies and Extra Curriculum Activities:-**

- Reading story books.
- Watching movies and listening to music.

## **Computer knowledge:-**

- Good knowledge in Computer Operating using MS Office and Windows Operating system.
- Sound working knowledge in Computer Accounting using TallyErp.9

**Professional Qualities:-**

- Good communication & interpersonal skills.
- Hardworking, Teamworker, Confident, Honest & Disciplined.
- Ability to learn new things faster.
- Adjustments according to environment and ability to lead team of professionals.
- Positive Attitude & Multi-Tasking.
- I am a good listener & analyst.

**Personal information:-**

Address	:	New Colony,Nagesh Nagar, Uchagav, Belagavi.
Father Name	:	Sidrai G.Demane
Date of Birth	:	05/03/1996
Gender	:	Female
Marital Status	:	Married
Language Known	:	Marathi,Hindi,English.

I hereby declare that the particulars furnished above are true to the best of my knowledge and belief.

(Manisha Demane)

Place:

Belgaum Date:

