

Bhagyashree Yallappa Dharmoji

Mobile: 6364845618/ Email ID : Bhagyshreemuchandi2@gmail.com

Accountant

Seeking Position in the Finance Sector to deliver leadership experience and contribute to the organizational success.

- ✓ Operational Banking / Financial Management
- ✓ Knowledge of GST
- ✓ Skilful Time Management
- ✓ Efficient Planning & Execution Skills
- ✓ Compliance (Policies and Procedures)
- ✓ Strong Work Ethics
- ✓ Good Communication Skills
- ✓ Cost of management

PROFESSIONAL SUMMARY

Extensively experienced and goal-oriented Senior Accountant with demonstrated track record of leading the preparation and analysis of financial reports to summarize and forecast financial position. Proven expertise in driving efficiency and productivity through evaluation of financial management systems and implementation of process improvements. Core competencies include:

- ✓ Highly committed and proficient Accounts Professional with 3 years of comprehensive experience in managing accounting and cashier and handling financial accounting.
- ✓ Expertise in Accounting Operation, extensive experience in **Operations Management** with exposure to all facets of accounts operations.
- ✓ Proficiently performing and excelling under demanding work conditions, well versed in basic accounts to finalization of accounts.
- ✓ Accurate, precise and highly ethical in all work-related assignments, interest s lie in a career path with heavy analytical duties and responsibilities.
- ✓ Good Knowledge of GST.
- ✓ Computer skills include MS office, MS word and Tally ERP 9.
- ✓ Quality and customer focused professional with strong work ethics

WORK EXPERIENCE

ALFANZYME LIFE SCIENCE (Manufacturing Company)

Alfanzyme Life Science is a Enzyme Manufacturing Company in Belgaum City Which Deals also in Food & Agriculture Products.

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Executive Accountant

Managed, directed and supervised the consolidation of accounts of the company and ensured conformity with highest professional standards.

- ✓ **Managing day to day Register of Accounting**
- ✓ **Preparing of invoice.**
- ✓ **Prepared Monthly – Productivity of individual sales executive, Gross Profit Margin, Profit & Loss Account Division Wise.**
- ✓ **Preparation of Monthly intercompany reconciliation schedules and setting the accounts on regular basis with group companies.**
- ✓ **Preparation of Variance analysis report.**
- ✓ **Maintained Records, Accounts, Maintaining Cash Book, Bank Book, Sales Book and Maintaining Manual Books of Accounts.**

Pai Travels (Automobile Pvt Ltd)

Pai Travels Company (AutoMobile Pvt Ltd) in Belgaum City Which Deals also in tour and travels Products.

- ✓ **Managing day to day cash in hand.**
- ✓ **Monthly balancing with all invidious ledger of companies .**
- ✓ **Managing day to day bank reconciliation**
- ✓ **Preparing Day report , Bank Report Bank reconciliation maintaining manual books of accounts.**

Suresh Angadi Credit Souharda Sahakari Niyamit Belgavi

Suresh Angadi Credit Souharda Sahakari Niyamit in sadashiv Nagar Belgavi

- ✓ **Balancing the monthly statement .**
- ✓ **Creating the voucher slip and maintain the record.**
- ✓ **Cashier**
- ✓ **Handing the software.**

Hitech TVS Motors and Automobiles pvt Ltd

HitechTVS Motors and Automobiles pvt Ltd in old PB Belgavi

- ✓ Bank reconciliation statement
- ✓ Creating the voucher slip & payment slip and maintain the record.
- ✓ Cashier
- ✓ Balancing online payment transaction.
- ✓ Maintain all record in tally.
- ✓ Customer invoice ,insurance ,passing
- ✓ Online payment

SOFTWARE SKILLS

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- MS Office Application and Completion in Computer Technology having Goods Working Knowledge on Tally ERP 9.

EDUCATION

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- B.Com. in Accounts & Costing from Rani Channamma University.

HOBBIES

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- Playing Game and drawing

PERSOANL DETAILS

Languages:	English, Hindi & Marathi
Reference:	Available on Request
Nationality:	Indian
Date of Birth:	27 nd June 1999
Marital Status:	Married

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