

KARTHIK U

PROFILE

I would like to associate myself with an organization that is poised to lead the business revolution and where my hard work, creativity and commitment will deliver excellence and value to the organization and myself



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#N/125 4th Cross Nagappa block Sri Ram Puram
Bangalore- 560021



JOB EXPERIENCE

ACCOUNTS MANAGER

Uni Global Labs Pvt Ltd (DevelUp) May 2023

- Day to day interactions with client over telephone and through emails and Visiting client place
- Month end & Quarter end controlling & Reporting activities
- Posting of Accruals, Prepayments, provisions, deferred income & Local Production journals
- Account Reconciliations and Reporting.
- Internal Reporting

ACCOUNTS EXECUTIVE TRAINER

Narayana Training Services July 2022- April 2023

- Tally entries.
- Payrolls, attendance and salary processing.
- Taxation, PT, PF, GST, TDS, ITR.
- Advance Excel workings.
- Interview skills

ACCOUNT EXECUTIVE

K. Ravindranath & Associates Sept 2017 – December 2021

- Day to day interactions with client over telephone and through emails and Visiting client place
- Month end & Quarter end controlling & Reporting activities
- Posting of Accruals, Prepayments, provisions, deferred income & Local Production journals
- Account Reconciliations and Reporting.
- Internal Reporting



LANGUAGE

- English
- Tamil
- Hindi
- Kannada



KEY SKILLS

- Tally ERP-9
- QuickBooks
- Zoho books
- Microsoft office word
- Microsoft office Excel



EDUCATION

- 2020 | MFA (correspondence)
I.B.V.E College
- 2016 | BCOM
R.P.A College
- 2013 | P.U.C
R.P.A College
- 2011 | S.S.L.C
Seshadripuram Boys School



STRENGTHS

- Sincerity and hard work
- Ability to interact effectively
- Able to influence people
- Good team work