



VIJETH KUMAR

CONTACT

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Skills

- Communication skill
- Management skill
- Technical skill
- Leadership skill
- Marketing and Accounting skill

Language

- English
- Kannada
- Tulu

Interest

- Photography
- Playing Cricket, Kabaddi, Volleyball
- Travelling
- Interested on watching Inspirational Videos

Personal information

Gender : Male

Date of Birth :10-05-1998

Religion : Hindu

Address :Balambila house
Kadirudyavara

P&V

Belthangady Taluk

D.K 574228

Professional Summary

Detail oriented accounting professional with 2year 2month of accounting experience including account payable; accounts receivable; cash management; financial reporting; bank reconciliations and more. Excellent time - management skills along with accuracy and efficiency.

Experience

Currently working as an Assistant Manager Accounts at Prakash Retail Pvt Ltd, Bangalore from December 2021

Key Responsibilities:

- Posting journal entries to ensure all business transactions are recorded
- Maintaining records like vouchers, bills, receipts and payments
- Updating accounts receivable and issuing invoices
- Preparing Daily, weekly and monthly reports

EDUCATION

Course	University /board name	Institution	Passing year	percentage
MBA	Bengaluru City University	GIBS Business School Bangalore	2019-21	72%
BCOM	Mangalore University	S.D.M ujire	2016-19	58.06%
PUC	Department of Pre-University Education, Karnataka	Vani PU College Halekote, Belthangady	2015-16	73.5%
SSLC	Karnataka Secondary Education	Vani English Medium School Halekote	2013-14	55.04%

Certification Course

- Certificate in Statistical tool
- Certificate in basic managerial skill
- Youth empowerment and leadership
- Mastering goods & services tax (GST) concept and skill