**Raghuram Vanapalli**

Photo

**Mobile:** 8524XXXX48

**Email ID:** raghuramvnplxx@gmail.com

**Address:** H No 12-5, Maharani Peta
Visakhapatnam, Andhra Pradesh 530003.

**Career Objective**

A senior accounts executive with 3+ years of experience in accounting looking for challenging position in a growth oriented organization where I can enhance my skills and knowledge and become a valuable part of the organization.

**Educational Background**

* Masters in Commerce (M. Com) in Krishna College, Visakhapatnam in 2017 with GPA 7.5
* Bachelors in Commerce (B. Com) from Krishna College, Visakhapatnam in 2015 with GPA 7.2
* Intermediate CEC from AVN College, Visakhapatnam in 2012 with GPA 8
* 10th Class from St Anthony’s High School, Visakhapatnam, in 2010 with GPA 8.2

**Work Experience**

Currently working as a Senior Accounts Executive at Varun Motors Pvt Ltd from 02 Jan 2020.

**Key Responsibilities:**

* Updating accounts payable and performing reconciliations
* Maintaining vouchers, receipts, bills and payments
* Reconciliation of sundry debtors and creditors
* Updating accounts receivables and issuing invoices
* Preparing weekly and monthly reports
* Assisting in processing balance sheets, income statements and other financial statements
* Filing GST and TDS returns
* Coordination with vendors and internal team.

Worked as an Accounts Executive at Pinnacle hospital from 01 Nov 2017 to 31 Dec 2020.

**Key Responsibilities:**

* Bank reconciliation and payment collection.
* Record accounts payable and accounts receivables.
* Reporting daily revenues.
* Processing invoices.
* Filing GST and TDS returns.
* Keeping records of daily transactions.
* Updating internal systems with financial data

**Key Skills**

* Tally ERP
* Proficiency in MS Excel, Word & PowerPoint
* Taxation
* Book keeping

**Personal Information**

DOB : 21 May 1994

Gender : Male

Marital Status : Married

Father’s name : Kishore Babu

Languages Known : English, Hindi & Telugu

Hobbies : Reading books, Listening to music

**Declaration**

I solemnly declare that each and every particular piece of information stated above is written with utmost attention and honesty.

Place:

Date: Signature