

**Bharath Gowda B R**

**E mail:** [bharath14121997@gmail.com](mailto:bharath14121997@gmail.com)

**Mob:** 7022719209

**Address:** #1731 2<sup>nd</sup> Block Sir M

Vishweshwarayya layout

Kengeri Satalite Bangalore - 560059

## **CAREER OBJECTIVE:**

To associate myself with an organization which gives me adequate opportunities to learn and exhibit my knowledge and professional skills coupled with a desire to reach commendable heights in the assigned field through continuous learning and development to associate myself with challenging environment.

## **WORK EXPERIENCE:**

### **1. Worked in Microtex Energy Private Limited as Senior Account Executive for July 2024 to Till Date**

#### **Job Responsibility:**

- Handling Accounts Receivables
- Dealing with Bank- Filing Export regularization, Inward and Outward remittances etc.
- GST & TDS Filing, E-Way Bill generation
- TDS and TCS Monthly Filing.
- Generation of Tax Invoices in Tally
- Performing daily entry of accounting
- Preparing outstanding list of Vendors
- Verifying & Maintaining of Vendor Bills
- Preparation of Advice to process the payment
- Releasing payments according to credit period
- Reconcile accounts payable transactions
- Respond to vendor queries
- Recording & Verifying the Expenses bills of Employees
- Book keeping & Journalizing the day to day transactions of Employees
- Handling petty cash book on daily basis
- Maintaining day-to-day cash outflows
- Reconciliation of bank statement
- Reconciliation of Group Companies

### **2. Phalada Organic Consumer Products Pvt Ltd as Accounts Executive for 2.7 years. From Nov-2021 to Jul 2024.**

## **ACADEMICS:**

- M.Com in Finance, AIMS Institute of Management and Science (Bangalore University), Bangalore in the year 2020 with 70.1%.
- B.Com. Seshadripuram Degree College, Bangalore in the year 2018 with 63.58%.
- P.U.C in Commerce, BGS Pre-University College, Magadi in the year 2015 with 90.33%.
- School of Secondary Education from Magadi Kempegowda High School, Magadi in the year 2013 with 60%.

### **WORKSHOP AND PROJECT:**

- Attended workshop on Micro Analysis of financial statement
- Participated in annual warehouse stock audit at **Biesse India Pvt. Ltd.**
- Have done a detailed study on Challenges of Inventory Management at **Indo-Spanish Tasty Foods Pvt. Ltd**

### **PAPER PRESENTATION:**

- Have presented a National seminar paper on the topic - “A study on platform marketing”

### **TECHNICAL SKILLS:**

**Office skills** : Tally ERP9, Tally Prime  
MS Office (Word, Excel and Power Point)

### **PERSONAL PROFILE:**

- Accounting
- Deadline-Oriented
- Reporting Skills
- Attention to Detail
- Confidentiality
- Coordination
- Quality Focus

### **PERSONAL DETAILS:**

Date of Birth : 14 December 1997  
Marital Status : Unmarried  
Gender : Male  
Languages known : Kannada and English  
Hobbies : Reading, Travelling  
Address : #1731 2<sup>nd</sup> Block Sir M  
Vishweshwarayya Layout  
Kengeri satalite Bangalore  
560091

DATE:  
PLACE: Bangalore

(Bharath Gowda B R)