

# MANJUNATH N.

## CAREER OBJECTIVE

Dedicated and detail-oriented accountant with 1 and half year of experience in financial management and reporting. Seeking a challenging position in a dynamic organization to contribute my skills and expertise.

## WORK EXPERIENCE

### ACCOUNTANT, Hairplay LLC, Dubai

December 2023 - Present

#### Responsibilities:

- Prepared monthly bank reconciliations.
- Analyzed monthly reporting to reconcile production operations and general ledger.
- Managed financial transactions and maintained accurate accounting records.
- Prepared VAT and income tax forms for commercial and individual clients.

### ACCOUNTANT

#### Saara IT Solutions Pvt Ltd, Karnataka

April 2022 - September 2023

#### Responsibilities:

- Demonstrated expertise in the preparation and analysis of financial statements and reports.
- Proven ability to manage multiple tasks and competing priorities in a fast-paced environment.
- Conducted internal audits and reviews to identify potential areas of improvement.

## EDUCATION

### M.COM

M.P.M. Govt First Grade College, Karkala-574104  
Mangalore University  
7.26 (CGPA) 2023

### B.COM

Karnatak Arts & Commerce College, Dharwad-580001  
Karnataka University, Dharwad  
63.00% (2021)

### PUC

Karnatak Arts & Commerce College, Dharwad-580001  
Department of Pre- University Education Board  
81.33% (2018)

### SSLC

Govt. High School Basavapattan, Gangavathi Tq-583225  
Karnataka Secondary Education Examination Board  
84.80% (2016)



## CONTACT

- 📞 +971 50 752 7182
- ✉️ kshatriyamanju269@gmail.com
- 📍 Dubai, UAE

## SKILLS SUMMARY

- Proficient in accounting software such as Tally ERP 9
- Strong knowledge of Generally Accepted Accounting Principles
- Excellent analytical and problem-solving skills.
- Detail-oriented with a high level of accuracy.
- Effective communication and interpersonal skills.
- Ability to work independently and collaboratively in a team environment.

## PERSONAL DETAILS

Nationality : Indian  
Age : 23  
Civil Status : Single  
Visa Status : Visit Visa  
Visa Expiry : February 5, 2024

## LANGUAGES

- English
- Hindi
- Kannada