

Harshith S Acharya

Mobile: +918431723868

Email: harshith24by7@gmail.com



CAREER OBJECTIVES:

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

EXPERIENCE:

- **Guru and Jana, a Chartered Accountant, Bangalore (Present)**
Executive Corporate Accountant.
Zoho ERP (Zoho books).
MIS report preparing.
Bills entry.
- **Working as Accountant in Mili Tiles and Granites Karkala 574104(Nov 2023- Oct 2024).**
Account keeping in "B-Mate" ERP software, "Justdial" client handling, social media account managing.
Oversaw division functions in alignment with core business objectives.
Prepared timely bank reconciliations, ensuring accuracy and efficiency.
Reviewed bank and petty cash transactions, maintaining strict financial controls.
Scheduling and fixing appointment and personal driver.
Stock inspection, Quotation Bill and Sales voucher preparing.
Site visit, Video making, Material supply to site and supervising works.
- **Internship as Supervisor in Rice factory, Kaaduhole (Nov 2023)**
Accessing invoice, Book keeping and bill preparing.
Stock inspection and delivery report.
Assisting worker to proceed with select raw materials.
Loading inspection and payment report checking.

INTEREST:

- Browsing internet about stock market
- Driving, Travelling, Mountaineering and Listening to Music.
- Video editing.
- Playing outdoor games.

PERSONAL DETAILS:

Gender: Male

D.O.B: 25-02-2002

Nationality: INDIAN

Marital status: Single

Passport number: B7167792

LANGUAGES:

- English
- Kannada
- Hindi
- Tulu

SKILLS:

- Proficient in accounting software such as Tally ERP9, B-Mate ERP, Zoho ERP, MS Word & Excel.
- Expert Car driving.
- MS teams, MS Outlook, MS quick assist.
- BitLocker, WinRAR application, Snipping Screenshot Tool.
- Leadership attitude, teamwork, Creative and quick learner.
- Willingness to learn new things.

EDUCATIONAL QUALIFICATION:

- **Master of commerce:**
Manjunatha Pai Memorial Govt College Karkala -7.57 SGPA.
- **Bachelor of Commerce:**
Manjunatha Pai Memorial Govt College Karkala- 85.35%.
- **PUC:**
Jnanasudha PU College with 93.33%.
- **SSLC:**
KSPMGH School Pervaje Karkala with 76.48%.

PROJECTS:

- **Janapriya rice mill Kaaduhole Hebri, Karnataka**
During this study I had got to know various processes involved in production of rice. And interacted with industry professionals.
- **A study on customer attitude and satisfaction towards electric cars with reference to Udupi District.**
During this study I get to know about customer behavior, after sales service provided by company and modes of govt support to purchase electric car.
- **Research Paper - Decoding Rancho: A trait theory analysis of 3idiots iconic character.**
This study helps us to connect various leadership qualities in Rancho character who stimulates his friends and students with his ideology of study.

TRAINING:

- Computer Basics, MS Office and Tally ERP software.
- B-Mate ERP (Billing software)
- Training in Advance BFSI under Allcargo Sanchalana CSR Project, Udupi.

EXTRA CO- CURRICULAR ACTIVITIES:

- Participated in State level NSS camp held at Mahatma Gandhi Govt PU College Kunigal Thumkur and College level NSS camp 5 times and represented myself as Camp and Group Leader.
- Elected as School People Leader in K.S.P.M.G.H.School Karkala Pervaje in the academic year 2016-17
- Participated in Y20 brain storming session held at Alva's.
- Participated in Leadership training programs and Citizen's role in Nation building held at Alva's College Moodabidri.
- Participated in Republic Day Special camp held at Alva's College.
- Participated in Cultural and Management Fest held at various college.
- Participated and organized blood Donation camp.

DECLARATION:

I solemnly declare that all the details given above are accurate and I beard the responsibility for any variation from them in future.

Yours sincerely,

Harshith S Acharya