

CURRICULUM VITAE

KANNA GOPI KRISHNA

Contact No. : +91 82977 19965

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OBJECTIVE :

To make a way where I can apply my acquired skills and contribute to the growth of the Organization, and grow parallel with it.

EXPERIENCE :

8 Years work Experience as an Accountant in "**Galaxy Hydraulics & Pneumatics**" from Chilakaluripet, Guntur (District).

(The Company involved in the Trading Business – "Heavy Earthmoving Machinery Spare Parts")

RESPONSIBILITIES :

- Purchase the goods from the Suppliers and maintain the Stock as on date.
- Prepare the Purchase order & Sales order.
- Prepare the Invoicing.
- Inventory Management.
- Reconciliation of Bank Accounts.
- Reconciliation of Sundry Debtors & Sundry Creditors.
- Prepare the GST Returns.
- Prepare the Final Accounts.

COMPUTER PROFICIENCY :

- ✓ Tally E.R.P 9.0/ Tally Prime - (4.0/5)
- ✓ Diploma in Computer Applications - (3.75/5)
- ✓ Advance Diploma in Desktop Publishing - (3.5/5)
- ✓ Hardware & Networking - (3.0/5)
- ✓ Ms SQL Server - (2.0/5)

EDUCATIONAL QUALIFICATION :

- ⇒ **Bachelor of Commerce (B.com)** : Appeared in **2009-12** from **SRI CHUNDI RANGANAYAKULU DEGREE COLLEGE**, in Ganapavaram, Guntur (District), Under the Acharya Nagarjuna University (Andhra Pradesh).
- ⇒ **Intermediate (C.E.C) (Standard XII)** : Appeared in **2007-09** from **S.K.V.R JUNIOR COLLEGE**, in Chilakaluripet, Guntur (District), Under the Board of Intermediate Education (Andhra Pradesh).
- ⇒ **SSC (Standard X)** : Appeared in **2007** from **S.S.Z.P HIGH SCHOOL**, in Chilakaluripet, Guntur (District), Under the A.P. Board of Secondary Education (Andhra Pradesh).

KEY SKILLS :

- ✓ Good Motivational and Communication skills.
- ✓ Ambitious, Enthusiastic, Creative and Dedicated to Work.
- ✓ Leadership Qualities and Smart working nature.
- ✓ Maintaining Healthy and good working Environment.

INTERESTS :

- ✓ Martial Arts
- ✓ Video Games
- ✓ Web Browsing

PERSONAL INFORMATION :

Name : **KANNA GOPI KRISHNA**

S/o : **KANNA VENKATESWARLU**

Date Of Birth : **28TH JUNE 1992**

Permanent Address : **Dr.No.12-425/4,
Srinivasa Nagar,
Chilakaluripet,
Guntur (District),
AndhraPradesh - 522 616.**

Contact Number : **+91 82977 19965**

"I hereby declare that the contents of my resume are accurate to the best of my knowledge and verify their authenticity."

Thank you

(K. GOPI KRISHNA)