

**Career Objective:**

To be an integral part of an evincible team where my talents will be used to the fullest extent and to achieve a challenging position in your concern using the knowledge gained so far. Seeking a challenging position as in a stimulating and growth-oriented environment that exploits my skill.

**Experience:**

| Organisation                                           | Duration                                      | Position held      | Achievements                                                                                                                                                                                                                                                          |
|--------------------------------------------------------|-----------------------------------------------|--------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| G S Sekhar & Associates,<br>Hyderabad,<br>Telangana    | 2.25 Years<br>(June 2018 to September 2020)   | Audit Executive    | Involved in Auditing (Statutory, Internal, Tax, Bank), Taxation (Income Tax & GST), Payroll, MIS & Company Secretarial compliances like filing statutory forms with ROC, Preparing minutes etc.<br>Team head for Internal Audit of Oakridge Educational Institutions. |
| PSRJ & Associates,<br>Rajahmundry,<br>Andhra Pradesh   | 2.25 Years<br>(October 2013 to December 2015) | Paid Assistant     | Involved in Auditing (Statutory, Internal, Tax, Bank) & Taxation.<br>Involved in Physical assets audit for ICICI Prudential Life Insurance Company.                                                                                                                   |
| Rama Subbarao & Co.,<br>Rajahmundry,<br>Andhra Pradesh | 3.5 Years<br>(January 2009 to July 2012)      | Articled Assistant | Involved in Auditing (Statutory, Internal, Tax, Stock, Bank) & Taxation.<br>Involved in Internal Audit of Chit fund company.                                                                                                                                          |

**Academic Qualification:**

| Qualification             | Institute/College                               | Status/Duration                         | Percentage |
|---------------------------|-------------------------------------------------|-----------------------------------------|------------|
| CA Final                  | ICAI                                            | Pursuing                                |            |
| CS Final                  | ICSI                                            | Pursuing, Passed 3rd group in June 2019 |            |
| B.Com(Accounts & Finance) | IGNOU                                           | Passed in 2015                          | 57.00%     |
| CA Inter                  | ICAI                                            | Passed in 2011                          | 50.00%     |
| CS Inter                  | ICSI                                            | Passed in 2013                          | 52.00%     |
| Intermediate (MPC)        | Board of Intermediate Education, Andhra Pradesh | 2006-2008                               | 90.50%     |
| SSC                       | Board of Secondary Education, Andhra Pradesh    | 2005-2006                               | 82.00%     |

**Technical Skills:**

- Well acquainted and well experienced in Tally, Focus, Winman & Saral Income tax packages and computer skills.

**IT Skills:**

- Proficient with MS-Office package & Windows XP, Vista, 7, 8 & 10 Operating systems.

**Key Skills:**

- Good command over laws and legal compliances.
- Good organizing and managing skills.
- Team player.
- Time management.
- Attentive.
- Believe in following rules.
- Good judgment skills.
- Good and effective decision-making skills.

**Personal Details:**

|                 |   |                                                                                                                |
|-----------------|---|----------------------------------------------------------------------------------------------------------------|
| Name            | : | GarimellaVenkata Rama MohanaMurali                                                                             |
| Father's Name   | : | Garimella T S V Bhatt                                                                                          |
| D.O.B           | : | 22th August 1990                                                                                               |
| Languages known | : | Telugu, Hindi & English.                                                                                       |
| Hobbies         | : | Solving Puzzles<br>Listening to music                                                                          |
| Marital Status  | : | Unmarried                                                                                                      |
| Strengths       | : | Passionate towards work.<br>Positive Attitude<br>Self confidence<br>Good communication skills.<br>Hard working |