**RESUME**

**SHILPA.S.P**

#1861, 1st ‘G’ Main Road, 2nd Stage,

D Block, Rajajinagar, Bengaluru-560010

Email Id : p.shilpasarode@gmail.com

PH no.: 8867313381

**DATE OF BIRTH:** 11 January 1996

**OBJECTIVE:** To be a part of competitive and challenging organization that provides me opportunities to contribute and grow. Seeking to leverage my accounting expertise and experience at your company.

**QUALIFICATION:**

|  |  |  |  |
| --- | --- | --- | --- |
| NAME OF THE  COURSE | NAME OF THE  INSTITUTION | YEAR OF PASSING | PERCENTAGE/ MARKS SCORED |
| M.Com | Indira Gandhi Open University | June 2019 | 68.17 % |
| CA Inter (Group 1) | ICAI | Nov 2016 | 207/400 |
| B.com | MES Degree College | May 2016 | 72.3 % |
| 2nd PUC | MES PU College | May 2013 | 84 % |
| SSLC | Udaya High School | April 2011 | 86.67% |

**HOBBIES:**

* Drawing
* Knitting
* Embroidery

**TECHNICAL SKILLS:**

MS Excel, MS Word and Tally ERP 9

**Experience :**

* Preparation of Financial Statements and reports for audit
* Filing of Income tax return, TDS, Professional tax and GST return
* Compliance with Tax audit, Statutory audit, Stock audit and GST audit
* Maintenance of proper books of accounts and other documents relevant for audit
* Drafting replies for the letter or notices and manage correspondence.

**PERSONAL DETAILS:**

Name : Shilpa.S.P

Father’s name : Prakash.S

DOB : 11/01/1996

Gender : Female

Languages known : English, Kannada, Marathi, Telugu.

Address : #1861, 1st G main, 2nd stage, D block

Rajajinagar, Bengaluru-10

Nationality : Indian

Contact no. : 8867313381

**DECLARATION:**

I hereby declare above information furnished is true and correct to the best of my knowledge.

DATE:

PLACE: Bengaluru ( SHILPA.S.P )