

# RESUME

## Suresh Babu Mungamuri

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### CAREER OBJECTIVE

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To be associated with an esteemed organization in the area of Finance, Taxation & Auditing where I can utilize my skills & strengths to contribute effectively towards the success of the organization.

### PROFESSIONAL SUMMARY

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- Semi Qualified Chartered Accountant with 3 years of article experience
- Total 4 years of experience in Finalisation of Financial statements, GST returns, Income tax returns, TDS filings, Internal Audit, Statutory Audit and Special Assignments; Preparation of Tenders for Governments Audit.
- Adroit at learning new concepts quickly and work under pressure.

### QUALIFICATION

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- B Com from IGNOU - Results awaiting
  - Completed CA - IPCC (Group 2) course from Institute of Chartered Accountants of India (ICAI) in November 2019
  - Completed CA - IPCC (Group 1) course from Institute of Chartered Accountants of India (ICAI) in May 2015
  - Completed CA - CPT Course from Institute of Chartered Accountants of India (ICAI) in June 2011.
  - Completed Intermediate from Board of intermediate Education A.P in March 2010 with 64.4%
  - Secondary (10th) Education from Board of Secondary Education A.P in March 2008 with 69.67%
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## **ARTICLESHIP & WORK EXPERIENCE**

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### **Details of Firm: Leading Edge Financial Services**

(From September 2015 to October 2018 And Also

Worked as Accountant in KMR Estate and builders From October 2018 To Jan 2021)

- ❖ Engaged in statutory and tax audit assignments of various Non- Listed companies.
- ❖ Preparing financial Statements and Income tax Computations for various types of assessee like companies, partnership firms, individuals etc.
- ❖ Provide Assistance regarding Income tax Assessments and appearing before Income tax Authorities.
- ❖ Engaged in finalization of financial Statements of companies.
- ❖ Preparing and filing of Income tax Returns, GST Returns, TDS Returns, Tax Audit Reports, ROC Filings etc.

### **Details of Article ship**

#### **Details of Firm: Rao Reddy & Co (Formyl Vijay Rao & Co)**

(From 30<sup>th</sup> October 2015 to 31<sup>st</sup> October 2018)

- ❖ Engaged in internal audit assignments of following Companies
  - a. Vivera Hotels
  - b. JSR Infra
  - c. Suman TV, Play even
  - d. Vamshee rubber Pvt ltd
  - e. Sryakanta power
  - f. BLG Infra
- ❖ Engaged in statutory audit of
  - a. Andhra Bank, Branch in Hyderabad, The Citizen cooperative society Hyderabad.
- ❖ Engaged in Concurrent audit
  - a. Vijaya bank Basheerbhag, koti bank street, Nallakunta Baranches in Hyderabad

## **TECHNICAL KNOWLEDGE**

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- ❖ Hands on Experience with Office packages like MS OFFICE
- ❖ Working knowledge in Tally ERP 9

## **STRENGTHS**

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- ❖ Expert in Accounts and Audit
- ❖ Strong Analytical Thinking
- ❖ Hardworking nature and positive Attitude
- ❖ Goal Oriented
- ❖ Quick Learner

## **HOBBIES**

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- Playing Cricket
- Reading E - novels

## **PERSONAL PROFILE**

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Date of birth: 26<sup>th</sup> August 1994

Father's name: Pullaiah Mungmuri

Marital Status: Single

Languages known: English, Telugu, & Hindi

Address: Kattela Ammapalam ,Polineni chevru(Village) ,  
VV.Palam(Mandal),Prakasm(Dt), 523116

**(Suresh Babu Mungamuri)**