

Curriculum Vitae

P. JYOTHI

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Objective

To be associated with a progressive organization that gives me scope to update my knowledge and skills in accordance with latest trends that leads to the growth of organization.

Work Experience:

- Worked as **Faculty** at Resonance, Visakhapatnam from July 2021 to May2022.
 - Handled subject of Accounting for CA Foundation/Inter
- Worked online as an **Audit Assistant** under the Cost Auditor in KJU and Associates Cost Accounting Firm, Hyderabad from June 2019 to April 2021.
 - Handling Day to day accounting transactions, posting Journal entries using Tally9 ERP
 - Preparing financial statements like Profit & Loss a/c, balance Sheet and other supporting schedules
 - Preparing Cash flow statements & Bank reconciliation statements
 - Preparing projected statements for various projects and variance analysis
 - Co-ordination with auditors to ensure in smooth accounting & auditing
 - Preparation and finalization of monthly MIS and other reports to the senior management
 - Vouching of Cash & Bank Books, Sale & Purchase Ledger and Debtors & Creditors Ledger.
- Worked as **Faculty** at Corporate Careers, Visakhapatnam from July 2016 to 2018.
 - Handled subjects of Cost and Management Accounting, Accounting for CA Foundation, Financial management, Indirect Taxation.
 - Participated in Admin Department work.
- Worked as an **Assistant Professor** in M.B.A Department at Pydah College of Engineering & Technology, Visakhapatnam from June 2010 to 2015.

- Handled subjects of Accounts, Costing, Taxation & Finance
 - Participated in Faculty development Programmes
 - Presented Papers in International and National seminars
 - Handled Project Reports of MBA students.
- Worked as an **Audit Assistant** under the Chartered Accountant in Ratnakara and Associates CA Firm, Hyderabad from December 2008 to July 2009
- Preparation of I.T Returns
 - VAT and Service tax
 - Calculating various ratios for approving loans & working capital
- **Highlights:**
- Participated in National institute for Micro, Small and Medium Enterprises for FDP (Faculty Development Program on Entrepreneurship Development- Dated April-14
 - Participated in 36th ALL INDIA ACCOUNTING CONFERENCE organized by ANDHRA UNIVERSITY Presented a paper entitled “Emerging Dimensions of Accounting Education and Research in India”- dated JAN 2014
 - Participated in INTERNATIONAL CONFERENCE ON (IEBFHT’13) presented a paper on “ Rupee Fluctuation and its Impact On Indian Economy” it got published in International Journal of Management and Technology –dated Dec 2013
 - Participated in National Seminar Organized by ANDHRA UNIVERSITY Presented a paper on “TRANSITION OF CO-OPERATIVE MOVEMENT IN INDIA” – Dated dec 2012

Education Qualification

- MBA from Andhra University
- M.Com from Pydah College, Andhra University.
- ICMAI – Cost and Management Accountant.
- B.Com from Gowri Degree College, Andhra University.
- Diploma (Advance) in Accounts and Finance, Ajax Management, Bangalore.
- 12th standard from Kendriya Vidyalaya.
- 10th standard from Kendriya Vidyalaya.

Projects (Academic)

- Challenges in human resources in liberalized Indian economy in Hindustan Zinc Limited, Visakhapatnam
- Participated in CAW(Crossing From Academics to Work) project conducted by swell financial services private limited Projects (Academic projects)
- Projects handled while in teaching profession like working capital management, Capital budgeting, ratio analysis, inventory management, financial statement analysis, Capital structure.

Computer and Technical Skills

Operating Systems : MS Windows XP,

Other Packages : Tally 9 ERP, Excel, SAP FICO.

Personal Details:

- Nationality : Indian
- Languages Know : English, Hindi, Telugu

Declaration

I hereby declare that the above furnished details are true with proven records.

Place: Visakhapatnam

Date: 08.2.2023