

# Rashmi Jahagirdar

Accountant

I am an enthusiastic, self-motivated, reliable, responsible and hard working person. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative. I am able to work well under pressure and adhere to strict deadlines.



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☎ 07227953511

📍 srivastavya building near sarvasiddhi hanuman temple  
ram nagar bus stop -586109, Vijayapura, India

## WORK EXPERIENCE

### Accountant

Ferreconcrete Pvt Ltd

12/2022 - Present

Vijayapura

Achievements/Tasks

- Perform invoice and general-ledger data entry
- Execute credit card and bank account reconciliation
- Generate purchase orders when necessary
- Assist senior financial officers as needed
- effective monitoring to ensure payments are made to vendors in a timely manner

Contact : Deepak Sahu - 7300499989

## EDUCATION

### M.Com ( Masters of Commerce)

SSR College of Arts , Commerce and Science

10/2020 - 07/2022

Silvassa - D & NH

Courses

- 87%

### B.Com ( Bachelors of Commerce)

SSR College of Arts , Commerce and Science

07/2017 - 09/2020

Silvassa - D & NH

Courses

- 75%

### 12 th

Lions English School

03/2016 - 04/2017

Silvassa - D & NH

Courses

- 78%

### 10th

Lions English School

04/2014 - 06/2015

Silvassa - D & NH

Courses

- 6.6 CGPA

## SKILLS

Communication Skills

Analytical Skills

Organizational Skills

Adaptability Skills

Financial Reporting Skills

MS office

Tally Prime 9

SAP S4 Hana ( FICO)

Gofrugal

Book -Keeping

## PERSONAL PROJECTS

Financial Position of a Company (04/2022 - 05/2022)

- Reviewed the Balance sheet , Profit and Loss
- Worked with the Accountant
- Examining the financial position based on its financial statements and calculating on certain ratios

## COURSE AND CERTIFICATE

SAP FICO ( Henry Harvin ) (06/2023 - 10/2023)

## LANGUAGES

English

Native or Bilingual Proficiency

Kannada

Native or Bilingual Proficiency

Hindi

Native or Bilingual Proficiency

Gujarati

Native or Bilingual Proficiency

## INTERESTS

Travelling

Yoga

Cooking & Baking

Community service