**D. Mahesh Chandrakanth**

**Kurnool, Andhra Pradesh.**

**H.No** : #86/462-L-N-61-A, FCI Colony-II, near masjid,Lepakshi Nagar, Kurnool – 518002,

**Phone**: +91-9642692104,

**E Mail**:[maheshdollu9@gmail.com](mailto:maheshdollu9@gmail.com).



**OBJECTIVE**

Wheremy rich experience & functional competenciescan be utilized for achieving the goals of theOrganization and can be further enhanced for mutual benefit.



**PROFESSIONAL SYNOPSIS**

* Experienced and competent professional with **8+ yearsof demonstrated expertise**across Industry Verticals with excellent understanding of business dynamics.
* Computed and filed GST returnsthrough Tally Prime.
* Assisted in the preparation of tax documents and liaised with tax consultants during audits.
* Managed day-to-day accounting activities using Tally Prime, ensuring accurate and timely recording of financial transactions.
* Managed accounts receivable and payable, ensuring timely billing, collections, and payments.
* Hands on experience on **College In-charge activities.**
* Versatile and multi-skilled with ability to **manage multiple responsibilities** simultaneously, achieve defined goals & objectives, an effective communicator with **Strong Analytical**, **Problem Solving** & **Organizational Skills.**
* Exposure to working in **multi-cultural& well diversified work environments.**
* **Zonal-Account Management** for multiple branches.



**CORE COMPETENCIES**

* Tally Prime in professional synopsis.
* Excel report generation.
* Promotional Activities.
* Solution Oriented Thinking.
* Domain Expertise.
* Good Interpersonal skills.
* Team Management.



**ACADEMIC CREDENTIALS**

* **Master of Business Administration (MBA)**,

NIBM College, Hyderabad, 2009.

* **B.Sc., Microbiology.**

Govt Degree College for Men, Kurnool, 2007.



**CAREER SUMMARY**

**Sri Chaitanya Techno School,** Kurnool. July’19 - Present

(Zonal-Accountant)

**SANTHIRAM SUPER SPECIALITY HOSPITALS.** June’16-Nov’18

(Administration – TALENT ACQUISITION)

**Sri Chaitanya Junior College,** Kurnool. May’12 – April ’16

(CampusIn charge)

**Sasya hero Honda showroom,**Kurnool. June ’09 – May’10

(Sales executive)

**PROFESSIONAL RESPONSIBILITIES**

* Ensured compliance with accounting standards and practices.
* Ensured the secure handling of financial data within Tally Prime.
* Responsible to coordinate and look after the study activities of the students.
* To maintain the attendance and discipline in the campus/college premises; also take charge of security concerns on campus.
* To do promotional activities for the colleges.
* To sale the applications of the universities by visiting various colleges.
* Make rounds during the Study Hours and check the students whether they are learning properly or not.
* Besides determining and enforcing building and staffing hours andspearhead safety inspections.
* Managing Accounts of Schools for the fees and store expenditures.
* Managing Accounts of 8 Branches as the Zonal Accountant.



**PERSONAL DOSSIER**

**Date of Birth** :26thJuly 1987.

**Marital Status** : Married.

**Language Proficiency** :English, Hindi & Telugu.



**IT SKILLS & PROFICIENCY**

**Accounting Software’s** : Tally Prime.

**Operating Systems** : Windows OS.

**Application Packages** : MS Office.

**Internet Applications & Tools**