

Ramesh Sudhir Pawar

ACCOUNTANT

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Portfolio: <https://ramesh-abc.github.io>

SUMMARY

Accounting Fresher with knowledge of accounting principles, bookkeeping, financial reporting, taxation basics, and MS Excel. Skilled in maintaining financial records, preparing invoices, handling ledger entries, and supporting daily accounting operations. Seeking an opportunity to start a career in accounting and finance while enhancing practical and professional skills.

CORE SKILLS

Tally ERP | Tally Prime | Busy Accounting Software | MS Excel | MS Word | MS PowerPoint | Bookkeeping | Ledger Management | Journal Entries | Bank Reconciliation | GST Basics | TDS Basics | Invoice Management | Financial Reporting | Accounts Payable | Accounts | Receivable | Data Entry | Documentation | Record Management

WORK EXPERIENCE

ACCOUNTS INTERN

VS Software Lab | Jun 2025 - Dec 2025

- Completed 6 Months Internship as Accounts Intern.
- Assisted in maintaining daily accounting records and vouchers.
- Supported invoice preparation and billing processes.
- Worked on bank reconciliation and ledger updates.
- Helped in data entry and documentation management.
- Assisted senior accountants in preparing financial reports.

PROJECTS

FINANCIAL ACCOUNTING PROJECT

Technologies / Tools: Tally ERP, MS Excel

- Prepared journal entries, ledgers, and trial balance reports.
- Performed bank reconciliation and account balancing activities.
- Managed sales and purchase records using accounting software.
- Generated financial statements and accounting reports.

GST MANAGEMENT SYSTEM

Technologies / Tools: MS Excel

- Created GST invoice formats and tax calculation sheets.
- Maintained records for GST input and output transactions.
- Prepared monthly financial summaries and reports.

EDUCATION

MBA IN MANAGEMENT (2026)

Pune College of Management | 9.0 CGPA

BBA IN MANAGEMENT (2024)

Pune College of Management | 8.9 CGPA

12TH HSC - PUNE UNIVERSITY (2020)

Pune College | 80%

10TH SSC (2018)

Pune College - Pune University | 85%

CERTIFICATIONS

- Tally ERP / Tally Prime Certification - January 2022
- GST Certification - June 2021
- MS Excel Certification - April 2021
- Financial Accounting Certification - January 2021

ACHIEVEMENTS

- Successfully completed accounting and finance academic projects.
- Participated in finance/accounting workshops and seminars.
- Developed practical knowledge of accounting software and reporting.

LANGUAGES

English | Hindi | Marathi