

SHREYAS SALIAN



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ABOUT ME

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.

EDUCATION

Bachelor of commerce

Manglore university
2017 - 2020

Diploma in accounting

NISE computer education
2022

LANGUAGE

English

Hindi

SKILLS

TALLY

ADVANCE EXCEL

PEACHTREE

COMMUNICATION

WORK EXPERIENCE

○ Dec 2022- Present

Company Name | Navadurga vividoddesha sahakari sangha

Accountant

- manage all accounts transactions.
- Prepare bank deposits.
- Manage balance sheets and profit/loss statements.

○ Jan 2022- Nov

Company Name | manjunath parsel and Allied services

Office assistant

- Customer service
- Scanning
- Tracking and update
- Billing

○ Company Name | Wellcare Facility Prv Ltd.

Supervisor