



# SUSHAMA KANNAKE

## MBA FINANCE

### About Me

Very detail-oriented and hard-working individual seeking opportunities in Finance with 5 years of work experience in Accounting and MBA in Financial Management.



8308578367, 9834775104



sushamakannake25@gmail.com



Dhamangaon Rly, Amravati

### LANGUAGE

- English
- Hindi
- Marathi

### EXPERTISE

- General Accounting
- Reconciliation
- Account Receivable
- Account Payable
- Time Management
- Team Working

### EXPERIENCE

#### Accountant

Vivo Distribution Office - Amravati  
2018 - 2023

- Created an Excel spreadsheet to track the daily average sales of the company
- Created and maintained journal entries maintaining exceptional accuracy throughout
- Reconciles bank accounts and Ledger statements to address financial expenditures
- Used specialised software to inventory management sales order, purchase order and daily reports
- Collaborate with the team members to achieve Target results

### CERTIFICATES

#### NISM- Series XII- Securities Market Foundation

- Basic Knowledge of Indian Securities Market
- Knowledge of various processes involved in Primary and Secondary Markets
- Understanding the schemes and products in Mutual Funds and Derivatives Markets in India.

#### Advance Excel

- Pivot Table
- V-lookup
- H-lookup
- Data Validation

### EDUCATION

#### MBA FINANCE

Sant Gadage Baba Amravati University  
2021-2023

#### B.com - Accounting

Sant Gadage Baba Amravati University  
2015-2018