

Ms: Preeti Rajagouda Patil

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CAREER OBJECTIVE:

I am looking forward to associating myself with an organization where there is an opportunity to learn and share my knowledge for the development of myself and the organization's growth and success.

ACADEMIC QUALIFICATION:

Course/Specialisation	College/Institution	Board/Institution	Percentage/Aggregate	Year of passing
B.com	JSS Banashankari Arts, Commerce, & S K Gubbi Science College, Dharwad.	Karnatak University Dharwad	91.85%	2022
PUC	JSSRS Hukkerikar Pu College Dharwad	Department of Pre-University Education	93.67%	2019
SSLC	K S Patil Highschool Borgaon	Karnataka Secondary Education Examination Board	93.76%	2017

TECHNICAL SKILLS:

- Tally ERP
- SAP ECC 6.0
- MS Excel, MS Word & MS Power Point

SAP FINANCE:

- **GI End User Scenario** :- Creation Of GI Master Data, Knowledge About (F-02/FB50) GI Invoice Posting, GI Documents Recurring Document, Park & Held Document, Reversal Document. Display Of GI Balances (FBL3N)
- **Accounts Payable** :-
 - **AP End User Scenario** :- Invoice Posting, (FB60/F-43) With Tax, Vendor Payment (F-53), Posting Process Of Partial Payment And Down Payment To Vendor (F-48). Display Of Vendor Balances (FBL1N)

- **Accounts Receivable :-**
 - **AR End User Scenario :-** Invoice Posting, (FB70, F-22) With Tax, Customer Payment (F-28) ,Posting Process Of Partial Payment Down Payment To Customer(F-29). Display Of Customer Balances (FBL5N)
- **House Bank :-** Display Cheque Register, Cheque Encashment, Cheque Cancellation.
- **Closing Activity :-** Like G/L Balances (F.16), Customer/ Vendor Balances (F.07), Fixed Asset Balances (AJAB), Opening/Closing Posting Period , Document Number Ranges.

CERTIFICATIONS:

- SAP FICO
- Diploma in computer Financial Accounting

PERSONAL SKILLS:

- Good communication skill (both Oral and Written).
- Quick learner, Time management and self-motivated.
- Very Meticulous and Versatile.
- Dedicated and Hard Worker.

PARTICIPATION:

- UDBHAV 2022 Intra college fest in dance competition got 2nd rank.

PERSONAL INFORMATION:

Name: Preeti Rajagouda Patil

Father Name: Rajagouda Patil

Mother Name: Sarika Patil

Date of Birth: 22-03-2001

Gender: Female

Languages Known: English, Hindi, Kannada & Marathi

Address of the correspondence: House No: 710, Gandhichowk Borgaon Tal-Nippani, Dist-Belagavi Karnataka Pin code – 591216

DECLARATION:

I hereby declare that the above details are true to the best of my knowledge and I assure you that I would do my best if selected.

PLACE: PUNE

PREETI RAJAGOURA PATIL