

MADHU BOLLARAPU

+91 7378915906 | @Madhubollarapu3140@gmail.com | Thane | Male

SUMMARY

Finance graduate with strong knowledge of accounting, GST, and auditing principles. I am skilled in financial reporting, budgeting, and data analysis with proficiency in MS Excel and Power BI. Eager to apply analytical thinking and financial modeling skills in a Financial Analyst role to support business decisions.

EDUCATION

- Bachelor of Management Studies (Finance) – Mumbai University | CGPA: 9.16
 - HSC (12TH) Commerce – Maharashtra Board, 2022 | 64%
 - SSC (10TH) – Maharashtra Board, 2020 | 60%
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EXPERIENCE

Junior Accountant, at Priyanka Gunjan & Associates

08/2024 – Present, Hiranandani Estate

Responsibilities: -

- Managed 50+ client interactions monthly for payments, documentation, and bill resolutions.
 - Processed 200+ invoices in Tally, managed vouchers, and reconciled bank statements.
 - Filed Nil GST Returns and submitted 50+ GSTR-1 & GSTR-3B filings annually.
 - Conducted bank audits, video KYC audits, and stock audits for 30+ branches
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TECHNICAL SKILLS

•Tally Prime • Tally ERP9 • MS Office •Advance Excel •Power BI

CERTIFICATION

- GGC Finance Management.
 - Selling & Negotiation Certificate.
 - Event Management Certificate.
 - Contemporary Human Resources Management Certificate.
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EXTRACURRICULAR ACTIVITIES

- Aarambh - Management Karwaan: Treasurer (2024-2025)

- Student Coordinator, Placement Cell:

Worked with faculty and students to organize smooth placement processes.

- Student representative in NAAC college visit.
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Academic Projects

- A Study on the Savings & Investment Habits of Fresh BMS Graduates Up to Five Years After Graduation.

Learnings: - Gained insights into financial behavior patterns of young professionals, developed data collection and analysis skills through surveys and statistical tools.

Declaration

I hereby declare that the information mentioned above is true to the best of my knowledge and belief.