**Gulfjobseeker.com CV No:** **1254234**

**Mobile +**971505905010 / +971504753686

To get contact details of this candidates

Submit request through Feedback Link

<http://www.gulfjobseeker.com/feedback/submit_fb.php>

**CARRIER OBJECTIVES**

I offer my excellent service & hope to bring my strong professional background, education, and skills to a rewarding role in an exciting, influential organization. Looking forward to develop long term well-established relationship to firm where I can deliver growth & strengthen company’s image.



**ACADEMIA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree/ Certificate** | **% Percentage** | **Year** | **Institute** |
| Masters of Commerce (Accounts & Finance)  | 55.00% | Apr 2012 | The Maharaja Sayajirao University of Baroda |
| Post Graduation Diploma in Taxation Practice | 63.29% | Apr 2010 | The Maharaja Sayajirao University of Baroda |
| Bachelors of Commerce (Accounts & Finance) | 61.00% | Mar 2009 | The Maharaja Sayajirao University of Baroda |
| H.S.C | 77.29% | Mar 2006 | G.H.S.E.B (Gandhinagar, Gujarat) |
| S.S.C | 73.86% | Mar 2004 | G.H.E.B (Gandhinagar, Gujarat) |



**COMPUTER SKILLS**

|  |  |
| --- | --- |
| **software** | Tally9 |
| **Tools** | Microsoft Office |



**PROFESSIONAL EXPERIENCE**

**SKY WORLD SHIPPING LLC 16TH Apr 2013 – TILL TODAY**

**Accountant**

* Manage accounts of the sky world shipping llc & Art desert tourism llc
* Doing work in flair software and T.fat software.
* Manage cash and bank account.
* Doing cash and bank reconciliation.
* Banking – withdraws and Deposits.
* Managing D P World and Custom account with company account.

**KENZ TOOLS INDIA PVT LTD 21st May2012 – 31st Jan 2013**

**Accountant**

* Manage accounts of the company
* Doing all type of accounts work in Dotbase Software
* Preparing MIS reports on monthly basis; performing reconciliation of Bank & Ledger accounts and generating the related financial statements.
* Monthly Reconciliation of bank statement with company bank book.

 **DHYANI AUTOMATION 1st Jul 2009 – 30th Jun 2010**

**Accountant**

* Manage accounts of the company :Dhyani Automation
* Have to administrative work and doing bank work.
* Doing work of Vat report.
* Designing and implementing accounting systems & procedures, supervising the timely preparation of statutory books of accounts and finalization & consolidation of group acco



**ACADEMIC PROJECT**

|  |  |
| --- | --- |
| Title | Invoice (Location: Dhyani Automation) |
| During | P.G.D.T.P. |
| Abstract:Which type of invoice, how to make invoice & how to prepare etc. |



**HOBBIES / INTEREST**

* Sports : Musical Chair , Kho kho
* Games : Playing cards , computer game
* Other : Movies, Music, computer, visiting new places



**PERSONAL PROFILE**

* D.O.B : 10th Jun 1989
* Marital Status : Married
* Language known : English, Gujarati, Hindi



**DECLERATION**

This is to certify that the abovementioned details are true to best of my knowledge.