**OBJECTIVE**

To obtain a position that will enable me to showcase my abilities and strong organizational skills backed-up by my educational background and previous work experience. Currently I am looking for any suitable position that offers variety and the opportunity to develop both personally and professionally.

**SKILLS QUALIFICATIONS**

* Responsible, hardworking and creative mind.
* Ability to work independently and handle pressure.
* Proficient in Microsoft Office (Word, Excel, Power Point) and Tally (Accounting Software).
* Fast learner and ready to take up new challenge.
* Good written and fluent in English, Hindi and Nepali.

**EMPLOYMENT HISTORY**

**SENIOR ACCOUNTANT: 19th Dec 2010 – 13th Jan 2017**

**Company Name: N. B. BHANDARI AND ASSOCIATES Kathmandu, Nepal**

**Responsibilities**

* Preparing account and tax returns.
* Administering payroll and controlling income and expenditure.
* Auditing financial information.
* Providing tax planning services with reference to current legislation.
* Financial forecasting and risk analysing.
* Preparing B/S, C/F, I/S and schedule.

**EDUCATION QUALIFICATION**

**Bachelor Running**

**Pashupai Multiple Collage Kathmandu, Nepal**

**Intermediate (+2) Passed**

**Brilliant Multiple Collage Kathmandu, Nepal**

**Certify**

I, the undersigned, certify that, to the best knowledge and belief, its curriculum vitae correctly describes my qualifications, experience and me.