**CURRICULUM VITAE**

**JALPA**

Email : jalpa.378714@2freemail.com

Contact No. C/o 0504973598

**Personal Details**



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| --- | --- | --- | --- | --- | --- |
| First Language | |  | : | Gujarati |  |
| Language known | |  | : | English, Gujarati, Hindi | |
| Country Of Nationality | | | : | Indian |  |
| Date of Birth | |  | : | 06thSeptember 1990 | |
| Gender | |  | : | Female |  |
| Marital Status | |  | : | Unmarried |  |
| Mailing Address | |  | : | [Jalpa.378714@2freemail.com](mailto:Jalpa.378714@2freemail.com) | |
| **Educational Qualification** | | |  |  |  |
|  |  |  |  |  |  |
| 1. | S.S.C. | 2005 |  | 68% | Gujarat Higher Secondary Board |
| 2. | H.S.C. | 2007 |  | 76% | Gujarat Higher Secondary Board |
| 3. | B.COM | 2010 |  | 56% | Gujarat University |
| 4. | M.COM | 2012 |  | 50% | Gujarat University |

5.Knowledge of Computer Work. M/s Word,Excel ,Tally ERP 9 Accounting Program & Internet etc.

**Current Professional Details**

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| --- | --- | --- |
|  |  |  |
| Total Experience | : | 9 Years |
| Functional Area | : | Asst. Accountant. |
| Current Industry | : | Software Company |
| Present Salary | : | 32,000/- |
| **Current Address** |  |  |
|  |  |  |
| Name | : | Jalpa Shantilal Khatri |
| Address | : | 60 Pragati Park , Part -1 , B/H. Seventh Day High School , |
|  |  | Haripura , Maninagar , Ahmedabad - 380 008. |

**Employment Details**



|  |  |  |
| --- | --- | --- |
| Current Firm | : | Raj Software Services (Raj software solution) |
| Designation | : | Asst. Accountant. |
| Duration | : | April 2009 |
| Job Profile | : | Accounts works. |

**Work Experience**



1. Worked in Raj Software Services (Raj software solution) Since Last 9 years as a Post of Accountant.

**Desired Job Details**

|  |  |  |
| --- | --- | --- |
|  |  |  |
| Preferred Location | : | Ahmedabad – Gujarat |
| Job Type | : | Accountant(Tally Master GST ,VAT , TDS , MFG. EXCISE , |
|  |  | TRADERS EXCISE ) |

***Declaration***



In view of the above, I request you to be kind enough to give an opportunity to serve your esteemed organization in the capacity mentioned above for which act of kindness I shall be very thankful and grateful to you.

I here by declare that the above information and particulars are true and correct to the best of my knowledge and belief.

**(JALPA)**