

MOHD ARSH KHAN

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Seeking a position to utilize my skills and abilities in an esteemed organization that offers professional growth while being resourceful ,innovation and flexible where I can enrich myself with good knowledge

EXPERIENCE

Nov, 2021 To Dec,2022

ACCOUNTANT - Amber Press Pvt.Ltd.,

- Eway Bill Reconciliation,
- Maintaining Purchase and Sale in both tally as well as excel
- Filing GST Returns every month before the due date
- Updating Bank Statement in tally and bank reconcile

Jan, 2023 To Current

ACCOUNTANT – Finbux Management India LLP

- Making Eway Bill,
- GST Registration
- Maintaining Accounts – day to day and finalizations
- Filing GST Returns (Composition And Regular Both)
- Filing of Income Tax Return

KEY ACCHIVEMENTS

Established and maintained a 48-hour deadline for reconciling account problems with external parties

EDUCATION

2019

HIGH SCHOOL - ST. MARY PUBLIC INTER COLLEGE (UP Board)

2021

INTERMEDIATE - Mahatma Memorial Inter College (UP Board)

2021 TO PRESENT

BACHELOR IN COMMERCE , SHIA PG COLLEGE

Lucknow University

Pursuing Bachelor in commerce from Shia PG college 2nd year 4th semester

SKILLS

- GST
- Income Tax
- Tally ERP 9
- Tally Prime
- Excel
- Eway Bills

ACTIVITIES

establish quick and long-lasting relationships with customers and assist in developing and implementing marketing materials. Strong theoretical background in consumer behavior, skilled at organizing events.

PERSONAL DETAILS:

- **FATHER 'S NAME** - Mohd Kaleem Khan
- **DATE OF BIRTH:** - 01 DEC 2004
- **GENDER** - MALE
- **MARITAL STATUS:** - SINGLE
- **NATIONALITY:** - INDIAN
- **HOBBIES:** - PHOTOGRAPHY, SINGING, RIDING

