

Pranali Vijay Kamble

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• 2/218 Chandra Villa, R.A. Kidwai Road Wadala Mumbai 400031

EDUCATION

B.COM

Jun 2011 – Aug 2013

SNDT Arts & SCN College of Commerce and Science, Churchgate

Passed B.Com from SNDT university in the year 2017. Subjects taken were Financial Accounting & Auditing.

WORK EXPERIENCE

Audi Assistant in Indirect Taxes, S.S Gupta Association & LLP, Mumbai

September 2023 – Present

- GST Auditor for the Board of Control for Cricket in India (BCCI).
- Conducted GST Audit, verifying activities complied with Procedures & Policies.
- Demonstrated capabilities operating various software including Tally Prime, Supertax & Official GST Portal in India.

Accounts Executive, Kami Labs Pvt. Ltd, Mumbai

May 2023 - September 2023

- Maintained robust financial records for business for regulatory reports.
- Coordinated month end closing process to ensure completion ahead of aggressive deadline.
- Reconciled monthly bank statements and resolved discrepancies.

Jr. Administration Officer, Sheetal Pest Control, Mumbai

January 2023 - April 2023

- Planned and Co-ordinate daily work.
- Maintain daily records of Accounts & activity of employees.
- Build & maintain excellent relationships with customers, promoting a high level of customer retention.

SKILLS & INTERESTS

- MS-CIT
- Tally Prime
- Advance Excel
- Language: English, Hindi, and Marathi.