

Amit D. Karagathariya

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Carrer objective :

To obtain a position that will allow me to utilize my technical skills, experience and willingness to learn in making an organization successful

Academic Qualification:

COURSE	UNIVERSITY	YEAR	PERCENTAGE
B.com	Saurashtra University	2018	53.63
H.S.C	GSEB, Gandhinagar	2015	49
S.S.C	GSEB, Gandhinagar	2013	35

Personal skill :

- Hardworking
- Fast learner
- Team player

Work Experience:

Firm Name	Year	Experiance	Work Responcibilities
Dangee Dums Ltd	18.11.2019 to 21.03.2020	03 Months	Bank Reconciliation, Online payment and entrys
Avani Chemicals	1.09.2020 to 30.06.2021	10 Month	Purchase invoice booking, made sales

			invoice, Journal Entry, Bank Reconciliation, Handle Cash
Uninox Metal	01.07.2021 to 31.012.2022	06 Month	Purchase invoice booking, made sales invoice, Journal Entry, Bank Reconciliation, Handle Cash.
AxioBio Solution Pvt Ltd	03.01.2022 to 03.04.2023	1 Year and 3 Month	Create a sales order, Purchase invoice booking, Physical Stock counting, Handle the cash and Bank and Prepare Bank Reconciliation Every month and mutual funds gain/loss Booking, Debtor and vendor Payment adjustment, helpfull to procurement payment cycle.
Ratnakar India Ltd	04.04.2023 to On Date	Now working	Purchase bills booking, check all brach E-invoice Daily, Vendor & Debtor ledger reconciliation, Sales team monthly Reimbursement check and proceed, Dealer agreement check, check Existing sales employee dealer NOC, Prepare GST and TDS Data.

Personal Information:

Date of Birth : 20.12.1996

Gender : Male

Languages : Hindi,Gujarati,English

Marital status : Single

Hobbies : Listing music and traveling

(Amit D. Karagthariya)