

RESUME

Rohit Zambare

Contact: +91-9604762942

E-Mail: rohit.zambare29@gmail.com

Career Objectives

To join an organization which involves the best in class people and obtain a position where I can apply my sound academic skills & knowledge. Willing to work as a key player in challenging and creative environment.

Areas of Special Interest

- Accounts & Finance
- Audits & Taxation
- Costing

Academic Profile

- **M.B.A (Finance)** passed from Dr. Moonje Institute of Management & Computer Studies, Nashik under Pune University with First Class in the year of 2016.
- **M.Com (Business Administration)** passed from B.Y.K. College of Commerce, Nashik under Pune University in the Year of 2014.
- **Diploma in Co-operation and Accountancy (G.D.C. & A.)** passed from Pune University with Second Class in the year of 2012.
- **B.Com.** passed from B.Y.K. College of Commerce, Nashik under Pune University with Higher Second Class in the year of 2011.

Proficiency in Computer

- MSCIT Exam in Operating System Windows-X/P
- Desk Top Publishing course (D.T.P)
- Tally 9.0 (ERP)

Employment Scan

1. B.K. FINANCIAL SERVICES PVT. LTD.

- **Job details –**

Designation : Accounts/Tax Executive
Duration : From Jun.16 to Mar.19

- **Key Performance Area -**

- ✓ GST Registrations
- ✓ GST working & Returns
- ✓ Individual Income Tax Returns
- ✓ ITR of Companies
- ✓ Tax Audits of Individual & Companies
- ✓ TDS working & Returns
- ✓ Professional Tax Working & Returns
- ✓ Other related working

2. NASH ROBOTICS AND AUTOMATION PVT. LTD.

- **Job details –**

Designation : Assistant (Sales and Cost Dept.)
Duration : From Apr.13 to Jan.14

- **Key Performance Area -**

- ✓ Preparing works order and acknowledging the same to the customer.
- ✓ Clearing & checking PO's manually & updating into system.
- ✓ Requesting amendments in the PO to the customer, followed with daily follow up.
- ✓ Checking all terms & conditions of PO as per quotation.
- ✓ Maintaining the list of quotations with filter in MS Excel.

3. KAYDE AND ASSOCIATES [Chartered Accountants]

- **Job details –**

Designation : Assistant
Duration : From Apr.11 to Apr.12

- **Key Performance Area -**

- ✓ Accounting
- ✓ Auditing
- ✓ Taxation

S.I.P

- **MBA (Finance)**

Name of Project : A study of Inventory Management System
Organization : Lear Automotive Pvt. Ltd.

- **B.Com**

Name of Project : A study of Personal loan
Organization : Shri Samarth Sahakari Bank

Personal Profile

Name	Zambare Rohit Sunil
Date of Birth	29 th Oct 1989
Address	N-31, G -5/8, Gopal Krishna Chowk, old Cidco, Nashik– 422009
Marital Status	Married
Language Known	Marathi, Hindi & English

Declaration

I hereby declared that the statements are True, Complete and correct to the best of my Knowledge.

Date :

Place :

(Rohit S. Zambare)