# <u>Kiran Prajapati</u>

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# **EDUCATIONAL QUALIFICATION**

# Academic Qualification

M.com	June 2017	N.M Zala Commerce College – Gujarat University	Sem – 2 Running
B.com	April 2017	C U Shah – Gujarat University	63 %
H.S.C	March 2014	Shakti Vidhyalaya	70.42 %
S.S.C	March 2012	Shakti Vidhyalaya	56 %

# PROFESSIONAL EXPERIENCE

# **Summary of experience**

- Accounting and related Works
- Statutory audit
- Preparing Salary Returns

#### **CURRENT POST**

- Account Assistant at Kajarekar & Shah Chartered Accountants from April 2014.
- Currently Working with Kajarekar & Shah Chartered Accountants.

#### **COMPUTER PROFICIENCY**

- Working knowledge of MS office
- Exposure to Tally and ERP- Microsoft dynamics

# **EXTRA CURRICULUR ACTIVITIES & INTERESTS**

Reading, listening to music and travelling

# **PERSONAL DETAILS**

**Date of Birth** 05<sup>th</sup> October 1996

Marital Status Unmarried

Address 14, Chitrakut Raw House, Opp. Prakash Nagar Soc.,

Nr. Lavanya Society, Chandlodia, Ahmedabad-382481

Languages Known English, Hindi and Gujarati