# PERSONAL PARTICULARS:

Name : Harshkumar Girishbhai Patel

Address : 3- Nutan Sharda Society NR. APA hotel Odhav, Ambikanagar, Ahmedabad –382415

EmailId : [hp6596972@gmail.com](mailto:hp6596972@gmail.com)

MobileNo. : +91 96625 06332

DateofBirth : 26th December 1999 Gender : Male

MaritalStatus : Married

Nationality : Indian

**Education Qualification :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sr No.** | **Exam** | **Year of Passing** | **Board/ University** | **Percentage** | **Class** |
|  |  |  |  |  |  |
| 1 | S.S.C. | 2015 | G.S.E.B. | 55.01% | C2 Grade |
| 2 | H.S.C. | 2017 | G.S.H.E.B. | 82.77% | B2 Grade |
| 3 | B.COM. | 2021 | GUJARAT UNIVERSITY | 61% | SECOND |
| 4 | CA (CPT) | 2017 | ICAI | 103/200 | Pass |

**EXPERIENCE**:

* **4 years of Experience as Accountant in BHAVYA ACCOUNTING CONSULTANCY at OdhavAhmedabad.**

**CAREER PROFILE:**

* Detail-oriented, efficient and organized professional with extensive experience inaccounting systems.
* Possess strong analytical and problem solving skills, with the ability to make well thoughtout decisions.
* Excellent written and verbal communicationskills.
* Highly trustworthy, discreet andethical.
* Resourceful in the completion of projects, effective atmulti-tasking.

# EXPERIENCE:

* **Bhavya Accounting Consultancy from 2017 – Present asAccounant**

**ACCOUNTING EXPERIENCE**

* ALL THE VOUCHERENTRY.
* LEDGERSCRUTINY..
* THE PROVISIONSENTRY.
* CALCULATION OF DEPRECIATION AS PER INCOME TAX AND COMPANYLAW.
* CALCULATION OF TDS & TCS AS PER INCOME TAXRULES.
* FILING OF TDS & TCSRETURN.
* FILING OF INCOME TAXRETURN.
* PROVISIONAL & FINAL TRIAL BALANCE SHEETPREPARATION
* PROVISIONAL & FINAL PROFIT & LOSS ACCOUNTPREPARATION.
* STOCK REGISTERMAINTENANCE..

# GST

* SET OFF INPUT GST AND OUT PUTGST.
* I HAVE PREPARED OF GST RETURNS LIKE GST3B , GSTR1,GSTR2A.
* KNOWLEDGE OF EWAYBILL.

# COMPUTER SKILLS:

* Microsoft Word, Excel, PowerPoint, , Microsoft Windows, and Microsoft Office, Tally 9.0, Tally Erp9 & All type InternetWork.