RESUME

**OBJECTIVE:**

To work with full concentration and aptitude for the premier benefit of the organization.

**PERSONAL DETAILS:**

NAME : Bhavsar kalpeshkumar shahsikant

SEX : Male

DATE OF BIRTH : 2nd-aug-1986

MARRITAL STATUS : Un married

LANGUAGE KNOWN : Hindi, English and Gujarati

CONTACT NO : 95748 98247, 93773 10515

E-MAIL ID : [bhavsarkalpesh22@yahoo.in](mailto:bhavsarkalpesh22@yahoo.in)

RELIGION : Hindu

NATIONALITY : Indian

**PERMANENT ADDRESS:**

Ghandhipole,

AT: Sastapur, Ta: Mahudha, Di: Kheda

PIN: 387335

**EDUCATION QUALIFICATION**

1. S.S.C. From G..S.E.B. In March 2001 with 65 %
2. H.S.C. From G.S.H.S.E.B In July 2004 with 45%
3. F.Y.B Com From Guj.uni in 2008 with 42 %
4. S.Y.B Com From Guj uni in 2009 with 43%
5. T.Y.B.Com is From Guj uni in 2011 with 45 %

**SPECIALAZITAION** **COURSE:**

1. INDUSTRIAL COMPUTER ACCOUNTANT,ANAND

(TALLY 7.2, ACE)

**PROFESSIONAL EXPERINCE:**

1. **ORGANISATION:**  **M/S UMIYA TRACTORS (Authorized Dealer)**

Kapadvanj-nadiad road

Nr, Relaince petrol pump

Kathlal chokdi

Katlal

**Designation : Account Assistant & Back office exucutive**

**Working** : Daily sales and purchase bill entry

Daily book and journal voucher entry and

Stock register maintain

**Duration** : 3 year

**Product** : Mahindra & Mahindra Tractors

2. **ORGANISATION:**  **A U FIANANCIRES (INDIA)PVT LTD**

**Nadiad branch**

**Designation : Marketing & Back Office exucutive**

**Working :** daily cash handeling and reporting head office

Creating CAM. And file ready and dispatch to head office

**Duration : 19/7/2010 to 1/12/2010**

**Industry : finance co.**

**3. ORGANISATION :**  M.B.C ENGINEERS

Opp, Ram wadi way bridge

Vinzol patiya, mahemdabad road

Vatva, Ahemdabad-382445

**Designation : Account Assistant & Back office Exucutive**

Daily sale bill Entry, Purchase bill Entry

Journal Voucher, Daily Book Entry,

Daily expense voucher entry,

hanaldeling petty cash and manage Office work.

**Duration : 07/03/2011 to till date**