

Yash Adesara

Phone No. - 7990672573 | D-101, Vandemataram Prime, Gota, Ahmedabad, Gujarat, 361250 | DOB – 30/11/1997
Gmail - Yashadesara111@gmail.com LinkedIn - <https://www.linkedin.com/in/yash-adesara-4ba368154>

EDUCATIONAL QUALIFICATIONS

Course/ Examination	Institution/ University	Year	Performance
Bachelors of Business Administration	Geetanjali Group of Colleges (Saurashtra University)	2021	54%
GSEB Class XII (Commerce)	Shree Vishaldeep School	2015	67%
GSEB (Class X)	Sheth KDV Govt. High School, Jodiya	2013	72%
PROFESSIONAL QUALIFICATION			
US CMA	Institute of Management Accountants	2023	Pursuing

ACADEMIC ACHIEVEMENTS

- Import & Export Training from AIEM, Rajkot – 2017
- Tally ERP 9 – H. K Computer - 2019

EXPERIENCE

- **Shree Hospitality Private Limited – Account Assistant cum Auditor (Aug 2019 – March 2020)**
 - Bank Reconciliation & Data Entry (Sales, Purchase, Journals)
 - Books Audit
 - Documentation Debtors outstanding follow up
 - Creditors outstanding Payment as Per Purchase Term
- **Recruitment HR Expert Private Limited – Accountant (October 2020- December 2022)**
 - Reconciliation of Ledger Accounts & Monthly Salary Preparation
 - GST Returns and Reconciliations
 - Preparation of TDS Data and TDS Return Filing
 - Individual Computation Balance Sheet with Return Filing
 - Auditing (Tax Audit, Company Audit, LLP Audit)
- **Globe Ecologistics Private Limited – Personal Accounts & Taxation (January 2023 – March 2023)**
 - Generate Payment Order
 - Tax Planning & Advisory
 - Accounts Finalization

LANGUAGES KNOWN

- Gujarati, Hindi, English

HOBBIES

- Reading Books
- Learning new things
- Travelling

SKILLS

- **Working knowledge of:** MS office (Word, Excel & PowerPoint) conversant With XLookup, VLookup & Pivot Table.
- **Easy Office** (Income Tax Return, TDS Return & Auditing)
- **Working Knowledge of** SAG InfoTech Tax Software
- Quite **Flexible** to travel to client Places and coordinate with them
- Multitasking & Team Work