

# Rajkumar Koyari

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## ASPIRATION

Aspiring for challenging assignments in **Accounts-Finance** with a growth oriented organization.

## ACADEMICS

### PROFESSIONAL QUALIFICATIONS

| Particulars | Board / University | Month & Year Of Passing | Result (%) |
|-------------|--------------------|-------------------------|------------|
| Mcom-I      | Gujarat University | May 2006                | 52%        |
| Mcom-II     | Gujarat University | May 2007                | 55%        |

### OTHER ACADEMIC QUALIFICATIONS

| Academic Track | School / College          | Board / University (Medium) | Month, Year of Passing | Result (%) |
|----------------|---------------------------|-----------------------------|------------------------|------------|
| B. Com         | G B Shah Commerce College | Gujarat University          | April,2005             | 58%        |
| HSC            | Navchetan High School     | G.H.S.E.B.                  | March,2002             | 62%        |
| SSC            | Navchetan High School     | G.S.E.B.                    | March,2000             | 71.86%     |

### COMPUTER SKILLS:

- ✓ **Complete Business Account (CBA )** at IIJT , Ashram Road, Ahmedabad from 13/10/2007 to 25/01/2009
- ✓ **Soft skills for success** at IIJT, Ashram Road, Ahmedabad form 15/10/2007 to 14/11/2007
- ✓ Proficient knowledge of **Financial Accounting in Tally ERP 9.**

- ✓ Having good **working experience on MS-Office**

## WORK EXPERIENCE:

### Experience:

- ✓ As an **Accountant** in **Ishan Enterprise**, Ahmedabad from **2008 to 2011**
- ✓ As an **Account Executive** at **NSI Infinium Global Pvt. Ltd**, Gandhinagar, Gujarat from **March 2012 to June 2020**
- ✓ As an **Account Executive** at **Agastya Nutrifood Industries LLP**, Rajoda – Bavala, Gujarat from July to Cont...

## WORK AREAS

### 1. Accounts & Auditing:

- ✓ Independently handling of All Accounting Matters of Group Companies
- ✓ Maintaining records for GST and TDS payables.
- ✓ Independently handling payment of RTGS & NEFT
- ✓ Handling petty cash transactions

### 2. Taxation

- ✓ Practical knowledge regarding GST and TDS rates
- ✓ Practical knowledge regarding online payment of GST, VAT , Service tax , ESIC , PF , TDS etc.

## PERSONAL PROFILE:

|                       |  |
|-----------------------|--|
| <b>Address</b>        | Inside Navchetan School, Paldi , Ahmedabad-380007                                    |
| <b>Parents</b>        | Father : Puranmal S Koyari<br>Mother : Radhaben P Koyari<br>Brother : Anand P Koyari |
| <b>Contact Number</b> | (M) +91-9879847368   |
| <b>Date of Birth</b>  | 27.06.1985   |

|                        |   |
|------------------------|---|
| <b>Gender</b>          | Male  |
| <b>E-mail</b>          | <u><a href="mailto:rajmarkoyari@yahoo.co.in">rajmarkoyari@yahoo.co.in</a></u> |
| <b>Known Languages</b> | English, Hindi, Gujarati  |
| <b>Hobbies</b>         | Sports , Travelling   |

**DECLARATION:**

**I hereby declare that the above-mentioned information is true to the best of my knowledge.**

**Rajkumar Koyari**