

RESUME

PRAJAPATI YAGNESH V.

E-Mail: nikhilprajapati997@gmail.com

Mobile Number: 7698357785.

Objectives

Accountant with a history of accurately and efficiently supporting accounting activities for a diverse range of clientele. 3+ years of experience in presenting data, analysing cost control, providing financial reports, and delivering profit and loss statements under time pressures. Seeking A Challenging in Your Esteemed Organisation in Which Contribute Effectively and Efficiently to The Organisation as Well as Avail of Numerous Opportunities to Learn and Grow with Organisation. I Want to Be Successful Person in My Life with Leadership Qualities. I Want to Give My Best Efforts to My Work and My Job for Achieve My Goals.

Educational Qualification

Course	School/Collage	University	Year Of Passing	Percentage Rank
S.S.C.	S.V. Campus	G.S.E. B	2014-15	73.00
H.S.C.	S.V. Campus	G.S.E. B	2017-18	76.44
B. Com	G.N. Patel Co. Collage	H.N.G.U.	2020-21	CGPA: 7.83 SGPA: 9.25
M.com	Jain University	Jain university	Online Studying	On Going
US CPA	Miles Education	Miles Education	Currently studying	On Going

Skill Set

Business skills: Business research, business management, Team work management,

Analytical, presentation, Financial Reporting, Monthly reporting, Dashboard.

Operating Systems: Windows 10, Windows 11, Linux, IOS.

Commerce skill: (U.S. accounting), auditing, (U.S. taxation), Report Automation, Research.

Accounting Package: Tally ERP.9., QuickBooks 2022(Online and Desktop), Power BI, Xero.

Computer skills: MS office word, Excel, PowerPoint presentation, Hardware-software knowledge.

COMPETENCIES

Accounting

- Can quickly understand and evaluate complex information.
- Able to connect with customers to build loyalty.
- Proficiency with MS Office suite, especially in Excel.
- Accurate and precise math skills.
- Highest standards of accounting accuracy and precision.
- Familiar with a wide range of accounting software.

Personal

- Thinking creatively to solve complex problems.
- Able to handle multiple tasks, work quickly and well under pressure.
- Willing to assume responsibility for decisions.
- Strong work ethic.
- A proven high performer and quick learner.

Work Experience:

(1). Vivekanand Industries: Kadi, Mehsana.

Designation: Business Accountant.

Duration: JULY-2018 to JAN-2021.

Role and Responsibilities:

- Managing Receivables, Payables and Bank
- Preparing GST return summary for R-1 and 3-B
- Was closely working with manager to finalize the books of accounts

(2). RANG Technologies: Anand Nagar, Ahmedabad.

Designation: Accounting Executive. (US Accounting)

Duration: JAN-2021 to JAN-2022.

Role and Responsibilities:

- Was working on Timesheets department for the US payroll division
- Managing Receivables, Payables and Bank reconciliation in QB
- Was learning payroll process of the US and preparing payroll reports
- Was providing training to colleague for Bank Review and timesheets

(3). Relay Human Cloud: Vastrapur, Ahmedabad.

Designation: Accounting Executive. (US Accounting)

Duration: JAN-2022 to Present Working.

Role and Responsibilities:

- Working as Senior Property accountant for two clients in US
- Providing Training of Accounting software's to the team members
- Helping Management to taking interview for new resources
- Preparing reports on Power BI
- Providing training of Excel to the team members
- Reviewing receivable, Payables and Banks reports provided by junior team members
- Closely working with CEO of the client to prepare budget and prepare final accounts
- Closely working with US Team to make improvements in process of accounting

Hobbies & Interest

Cricket, Music, Music Producing, Yoga, Fitness Expert, Reading.

Declaration

I Am Confident to My Ability to Work in Team. I Am Also Working in US Accounting. Also, I am ready to relocate, if I will get an opportunity. I Declare That All Above Given Information Are Correct and True to The Best of My Knowledge and Belief.

Date: 17-12-2022.

Place: Ahmedabad.

YAGNESH V. PRAJAPATI.