

# Sohan Prajapati

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**Address :** 17, Shiv Shakti Row House, Ganesh Nagar,  
Nr. Ganpati Temple, Nursery, B/h. Visat Petrol Pump,  
Sabarmati, Ahmedabad – 380005

## **Curriculum Vitae**

### *Career Objective*

To attain divergent identity in the corporate world by using my technical expertise and leadership qualities, further sharpening my skills through incessant learning as well as to utilize my optimum efficiency with professional approach and proving my worth to the organization. My goal is to grow with my company and acquire additional skills.

### *Professional/Academic Qualifications*

Course	Institute/University	Month/Year
B.com	Gujarat University	2015
12 <sup>th</sup>	GHSEB	2011
10 <sup>th</sup>	GSEB	2009

### *Work Experience*

- ❖ Past work experience at “**SUNDER OVERSEAS – PROP. CHANDRESH FINANCE LIMITED**” as a Accountant for 3.5 years.
- ❖ Past work experience at “**CHANDRESH CABLE LIMITED**” Ahmedabad Manufacturers & Supplier of Electrical Cables & Wire, as a Accountant for 4 Years.
- ❖ Past work experience at **M/S SURAJ LIMITED (BSE Listed)**, Ahmedabad Manufacturers & Exporter of STAINLESS STEEL SEAMLESS PIPE, as a Sr. Accountant for 3 Years.
- ❖ Past work experience at “**SALASAR LAMINATES LIMITED**” Ahmedabad Manufacturers & Exporter of Decorative & Industrial Laminates Sheet, as a Import Manager for 1.3 Years.
- ❖ I am presently working at “**SATYESH BRINECHEM PRIVATE LIMITED**” Group of **SANDESH PRESS** Ahmedabad Manufacturers & Exporter of Bromine & Industrial Salt, as a Sr. Executive Account & Finance of the company from August, 2022 to till today.

### *Work Profile/Contribution*

- ❖ Daily Accounting in SAP software.
- ❖ Knowledge Accounting in Tally - ERP 9.

- ❖ Bank Reconciliation, Handled accounting tasks relate to accounts payable and receivable, Maintaining Stocks physical as well as books.
- ❖ Accounts Receivable & Payable Ageing, Reconciliation, Daily Report of Sales / Collection, Maintaining Petty Cash for Expenses & Foreign Currency, Outstanding Aging Reports.
- ❖ Prepare Quotation of EX Software & Basic Knowledge of EX Software.
- ❖ Monthly Prepare T.D.S. and G.S.T. Data.
- ❖ Prepare Import L.C. and Domestic L.C, P.C.F.C. in Foreign Currency, Export BRC & Domestic BRC Entry.
- ❖ Prepare Import T.T. Payment and C.A.D. Document Payment.
- ❖ Knowledge of Buyer's Credit preparation.
- ❖ Prepare and checking export document GR release & DP at sight documents.
- ❖ Knowledge of EPCG Licence and Advance Licence.
- ❖ Co-ordination & Communication with Foreign Suppliers, Banks and CHA for Import Shipments clearance.

### Personal Details

**Permanent Address:** 17, Shiv Shakti Row House, Ganesh Nagar, Nr. Ganpati Temple, Nursery, B/h. Visat Petrol Pump, Sabarmati, Ahmedabad – 380005

**Date of Birth** : 26<sup>th</sup> July, 1994

**Fathers name** : Lashaji Prajapati

**Language Known** : Gujarati, English, Hindi

**Marital Status** : Married

### Declaration

I hereby declare that the information provided by me above is true to the best of my knowledge and belief.

**Place:** Ahmedabad

**Sohan Prajapati**

**Date : 17/05/2023**