

Pranali Desai

OBJECTIVE

To work efficiently and dedicatedly in a firm where I can utilize and apply my knowledge, skills which would enable me as a fresh graduate to grow while fulfilling organizational goals.

EDUCATIONAL DETAILS

Class/Year	School/College	Board/Uni.	Percentage/CGPA	Year
M.Com	Sheth C.N Commerce College, Visnagar	H.N.G.U, Patan	60.8%	Oct-2022
B.Com.	Smt.S.S.Patel Nootan Science And Commerce College, Visnagar	H.N.G.U, Patan	62.41%	JUNE-2018
HSC	Shri Sahajanand Higher Secondary School, Visnagar	G.H.S.E.B Gandhinagar	52.73%	Mar-2015
SSC	Shri Sahajanand Higher Secondary School, Visnagar	G.S.E.B Gandhinagar	67.38%	Mar-2013

IT SKILLS

- MS Office
- OS - Windows
- English – Gujarati Typing
- Tally With GST(ERP9 And Tally Prime)

EXPERIENCE:

SANKALCHAND PATEL UNIVERSITY, VISNAGAR ASST.ACCOUNTANT (From Dec-2019 to June-2020)

- Handling the Accounts for Nootan Nursing College.
- Fees collection from the students and prepare fees receipts.
- Bank work like cash deposit and cash withdraw and also doing bank transfer.
- Preparing salary sheet and doing salary of the teaching and non-teaching staff of Nootan nursing college.
- Preparing PF challan.
- Doing Audit for Nootan Nursing College.

MANAPPURAM FINANCE LIMITED, VISNAGAR JR.ASSISTANT (From Dec-2018 to Dec-2019)

- Working as cashier.
- Doing gold loan and Customer calling.
- Bank work like cash deposit and cash withdraw.

MANSI ENTERPRISE, GANDHINAGAR

ASST.ACCOUNTANT (From Oct-2018 to Dec-2018)

- Calling to party for collection of payment.
- Filling the documents.

HOBBIES

- Dancing
- Listening Music
- Travelling
- Playing Games

PERSONAL DETAILS

FULL NAME	:	Desai Pranali Rajivkumar
DATE OF BIRTH	:	18 th January 1998
LANGUAGE KNOWN	:	English, Gujarati, Hindi
NATIONALITY	:	Indian
CONTACT NO.	:	+91 6354618667
EMAIL ID	:	Pranalidesai181@gmail.com
ADDRESS	:	Desai Ni Pole,Mahivado,Darbar Road Visnagar:- 384315 Dist:-Mehsana

Place: Visnagar

YOURS FAITHFULLY
Pranali Desai