

Name: Yogesh Kumar Suthar

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Tehsil-Sheoganj, Dist-Sirohi, Rajastha- 307028

CAREER OBJECTIVE

Seeking an opportunity in an esteemed organization in the field of accounting where I can utilize my skills, knowledge and experience for the development of both organization and myself.

ACADEMIC BACKGROUND

- Bachelors in Arts (B.A) from Mohanlal Sukhadiya University, Udaipur 2023
- Intermediate from GSS School, Alpa, Sirohi, in 2019 (RBSE Board, Ajmer)
- 10th Class from GSS School, Alpa, Sirohi, in 2017 (RBSE Board, Ajmer)

WORK EXPERIENCE

- Worked as Cashier/Billing Executive in Ganesham Honda, Sumerpur, Pali for three months.

Key Responsibilities:

- Maintaining records like vouchers, bills, receipts and payments
- Making Invoices and Challans.
- Maintaining bank books.

KEY SKILLS

- Tally ERP.9
- Proficiency in MS Excel, Word & PowerPoint
- Petty cash management
- GST
- TDS

PERSONAL INFORMATION

DOB : 13/05/2001

Gender : Male

Marital Status : Unmarried

Father's name : Thana Ram Ji

Languages Known : English, Hindi & Rajasthani

Hobbies : Reading, Playing Cricket & Listening to Music.

DECLARATION

All the above particulars furnished by me are true to the best of my knowledge and belief and I bear the responsibility for its correctness.

Place:

Date:

Signature