

NAYAN ARUNKUMAR RATHOD	
4/5 Krishna Nagar Society Part : 1 Near Akhbarnagar New Wadaj Ahmedabad-380 013	Number : (+91) 8140798910 (M) (+91) 9998283940 (M) Email Id : nayanrathod160@gmail.com

ACEDMIC CREDENTIALS

Degree	University / Board Certificate	Name of Institute	Year	Marks
B.COM	Gujarat University (Ahmedabad)	R.H.Patel Arts & Commerce, Collage, Old Ranip Ahmedabad	2012-15	58%
12 th (Commerce)	G.S.H.E.B (Gandhinagar)	New Ganesh Vidhyalay. Ahmedabad	2010-11	50%
10 th	G.S.H.E.B (Gandhinagar)	Sarvamangal Vidhyalay, Ahmedabad	2008-2009	45%

PROFESSIONAL QUALIFICATION

- ❖ I Have Completed CCA Course (Certified Corporate Accountant) from Munimji Training & Placement Private Limited a CA venture.

Skills

<ul style="list-style-type: none"> ➤ Tally ERP 9 (Finalization, Bank Reconciliation, Profit & Loss , Billing , Chq. Printing, Cash Book (Patty Cash) Bank book , Purchase Book , Sale Book, Journal Book Maintain) ➤ Knowledge of GST (GSTR 1) ➤ Knowledge of Microsoft Office Excel & Word
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EXPERIENCE

- ❖ AMBE LOGISTICS (TRANSPORT AGENCY) As Accountant (2 Year 1 Month)

PERSONALITY TRAITS & SKILLS

- ❖ Honest, Stable Minded
- ❖ Reasonable patience, Sincere

PERSONAL DOSSIER

Date of Birth	19 th July, 1994
Gender	Male
Marital Status	Unmarried
Languages knowledge	English, Hindi, Gujarati
Nationality	Indian
Hobbies	Listening Music & Movies

Place :Ahmedabad

Nayan A Rathod