
RAVI W.CHRISTIAN

16/B,Emanuel Society,Opp. Alliance Church,Bapunagar Ahmedabad-24
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Objective

To work at the post of an Accountant and enhance my knowledge of accounting and finalization & auditing etc with practical experience..

Skills

- Accounts payable / receivable
- Cash flow analysis
- Data entry
- Account reconciliation
- Financial reportings(Mis)
- Bookkeeping
- Budgeting
- Taxation
- Auditing
- Online banking
- Tally erp 9.0, Spectrum
- E mail communication,
- payroll
- MS Office

Work History

1)Designation: Accountant, August 2013 to present

Organization : Amjey chem trade pvt ltd

Job responsibilities:

- Fund Management ,Maintaining Accounts receivables and payables,
- Bank reconciliation, party Ledger reconciliation
- Bank, cash, Journal entries, Arrange bills from vendors for payments through cheque/rtgs
- Gst calculations Tds calculations, and its online payments
- MIS,Auditing, Salary preparation,Audit

2)Designation: Account asst, Oct 10 to may 13

organization: Mahalaxmi rubtech ltd, Ahmadabad, Gujarat

- Bank , Cash journal entries.
- Bank reconciliation, ledger statements reconciliations, Bank stock statements
- Generated financial statements and facilitated account closing procedures each year
- Maintained integrity of general ledger, including the chart of accounts.
- Preparations of Vat-cst returns, Tds calculations etc

Educational qualification

- Higher secondary , 2006 Gandhinagar board
- Bachelor of commerce , 2009 Gujarat University

Personal details

- Date of birth : 21st August 1988
- Language known : Gujarati,Hindhi,English
- Marital status : Unmarried
- Sex : Male
- Hobby : Music

Date :

place : Ahmedabad