

# Dipal Belani

Senior Accountant

## CONTACT



### PHONE

6354553485



### EMAIL

dipaljain2301@gmail.com



### LOCATION

Ahmedabad, Gujarat

## SKILLS

Communication

Speaking

Time Management

Problem Solving

## LANGUAGES

English | Hindi | Gujarati

## HOBBIES AND INTERESTS

Music, Traveling

## SUMMARY

Ambition to build a career in account and finance with an organization where team work is required and hardworking is appreciated and to be in a position which is best suited to my knowledge and skills.

## INTERNSHIP

### Accountant as fresher

Feb 2018 - Mar 2019

J. K. Electrical (Gandhi Road), Ahmedabad

- Maintain cheque, neft, rtgs and cash transactions nsactions
- Making sales and purchase billing
- Maintain payment, receipt, journal entry
- Maintain bank reconciliation
- working on the tally software

### Junior Accountant

Mar 2019 - Jun 2022

ARK Meditech Systems (Maninagar),  
Ahmedabad

- Maintain delivery challan report
- Making exports and local billing and online booking
- Maintain employees travelling expenses report and online payments
- Petty cash and employees salary
- Making sample bill and quotation
- Maintain instruments label stickers
- Working as on excel and word software

### Senior Accountant

Jun 2022 - Present

Laxmi International (Kankariya), Ahmedabad

- There is accounting work billing labour, sales, purchase and inward register
- Prepare bank reconciliation statement
- Prepare monthly tds labour bill report
- Maintain balance sheet and profit and loss account
- Prepare data gstr1 and 2B for return filing
- Prepare annual financial statements
- Working on the tally prime software

## EDUCATION

### SSC: (KHAMBHAT)

Apr 2013 - Mar 2014

Gujarat Secondary & Higher Secondary Edu  
Board - Gujarat

55.3%

### HSC: (PALITANA)

Apr 2015 - Mar 2016

Gujarat Secondary & Higher Secondary Edu  
Board - Gujarat

53.7%

**Bachelor of commerce : (AHMEDABAD)**  
Gujarat University

**Jun 2016 - Jul 2019**  
CGPA: 4.62

**Master of commerce : (AHMEDABAD)**  
Gujarat University

**Jul 2019 - Present**

## **REFERENCES**

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References available on request.

## **DECLARATION**

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I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of above-mentioned particulars.