

**GYANENDRA KUMAR GUPTA**

Siddharth Nagar Word No. 9

Satna (M.P.)

Contact No.: **9981895116**

Email – **gyangupta779**@gmail.com

**Carrier Qualification** :-

I would like to utilize my capability to the fullest in the field of my specialization in order to seek a challenging position with potential for growth and advancement.

**Educational Qualification:-**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **COURSE** | **Discipline** | **BOARD / UNIVERSITY** | **YEAR OF COMPLETION** | **%** |
| 10th | All Subject | mp board bhopal  (m.p.) | 2008 | 66.4% |
| 12th | Commerce | mp board bhopal  (m.p.) | 2010 | 68.6% |
| Graduation | B.C.A. | MCUPV Bhopal | 2013 | 70.58% |

**Work Expericence:-**

* Working STAR AUTOMOBILE & SILVER STAR FINANCE PVT.LTD.Satna As a Accountant post worked (Tally & jaguar s/w).
* Present time working MARUTI SUZUKI(City cars) PVT.LTD.Satna as a Accountant post.

**Working Type:-**

cash\bank recipt posting,payment voucher.

Gst tax Vehicle Sales invoice,purchese invoice Rto,swep receipt.

Workshop,tax invoice accossries.

Check the bank statement.

**Computer Skill;-**

TALLY (5.4,7.2, 9.0, ERP 9) from Balaja ji Tally institute Satna (M.P). Gread ‘A’.

Typing in Hindi & English.

**Strength;-**

* Punctuality.
* Adaptability.
* Teamwork
* Hardworking

**Hobbies:-**

* Reading Subjective Books
* Music
* Computer operate

**PERSONAL PROFILE :-**

**Name**  : Mr.Gyanendra Kumar gupta

**Father’s Name** : Mr.Ram Naresh gupta

**Mother’s Name** : Mrs.Raj Kishori gupta

**Date of Birth** : 05/07/1992

**Sex**  : Male

**Nationality** : Indian

**Marital Status** : Married

**Address** : Siddharth Nagar Word No. 9 Satna (M.P.)

**DECLARATION;-**

I hereby declare that the information given above is true to the best of my knowledge & belief.

**Date** :

**Place** : Satna

**Gyanendra kumar gupta**