**Resume**

**Jignesh Nareshbhai Chauhan**

2264/625, Gandhinagar society,

B/h Suryalok tower,

Old Wadaj, Ahmedabad – 380013.

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CAREER OBJECTIVES

To gain greater insight into the field of Accounting by way of exposure to real work atmosphere in a well established organization. Also, to seek a challenging career in the field of Accounting and to channels my abilities towards individual, organizational benefits which will add value both to me and to the company.

SUMMARY OF SKILL & EXPERIENCE

* Worked with **Tally ERP 9. Care** as a Support Executive (From 1st July 2017 to 30th April 2018).
* Worked with **GLOBAL SOFTWARE** as an accounting support executivein corporate department like **Gulf oil, Wagha bakri, Panasonic** (From 1st May 2018 to 30th October 2021)
* Presently working with **MEDWISE OVERSEAS PVT. LTD.**  As an accountant (from 1st november 2021)
* Having experience in Global software has acquired know-how in the areas like Consumer behaviors and Marketing Skills.
* Having knowledge about all **GSTR forms, TDS entries in Tally, job work, payroll, inventory management, Foreign exchange gain loss, export import entries.**
* I also can do **E-Way bills** and **E-Invoicing** from tally or from GST portal.
* Expert in **Tally Prime** in all accounting level entry.
* Highly flexible and adaptable contributor, adept at meeting deadlines.
* Skilled leader with the ability to develop teamwork and achieve superior results.

ACADEMIC QUALIFICATIONS

* 12th Science from C.U.SHAH Higher Secondary school(Affiliated to GSHEB, Ahmedabad)
* Bachelor of Computer application (Affiliated to saurashtra University,rajkot)

PERSONAL INFORMATION

* Date of Birth : 01st November 1995
* Marital Status : Single

COMPUTER SKILLS

Basics, MS Office, Tally ERP 9, TALLY PRIME

LANGUAGE

* English & Hindi & Gujarati (Spoken & Written)

PERSONAL OVERVIEWS

* Highly motivated & Self Driven.
* Readiness to face challenges.
* Willingness to learn.
* Decision making abilities & strong believer in work.

DECLARATIONS

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

Date : - ( Jignesh Chauhan)