# RESUME

704/E, Maharshi Valmiki Apartments

Nr. Partheshwer Mahadev Mandir

Gebanshah Pir, Isanpur

Ahmedabad, Gujarat – 382405.

Email ID - [krishnakoshti99@gmail.com](mailto:krishnakoshti99@gmail.com)

Mobile No. 7984277157

**KOSHTI KRISHNA**

**CAREER OBJECTIVE**

* Aspiring to handle challenging accounting assignments in a reputed & established organization thereby enhancing the accounting skill & knowledge & utilizing them in attaining heights of success.

**COMPUTER PROFICIENCY**

* Basic knowledge of Gmail, Outlook Mail.
* Working Platform in Windows 8, XP and 10, 11, 12.
* Tally Prime/ERP 9.0/IMMS (Integrated Manu. Manage. System) Accounting software
* M S Office. (Word, Excel, Power Point)

**WORK EXPERIENCE**

**PL International ( Group of Companies – Prashant Logistics) From Oct-2021**

**Company Bio – Trading export of Construction Equipments at Kamod Road, Paldi Kankaj, Ah’bad.**

**Designation – Accounts Executive**

* Daily banking works of Supplier payment through RTGS/NEFT/Cheque.
* Handling activity of Account payable and receivable.
* Daily Purchase booking of Administration Exp./Manufacture/Capital bill.
* Preparing to TDS Working and monthly payment & return filling.
* Preparing sheet of IGST Receivable or Duty Drawback receivable.
* Handling activity of Petty Cash. (Office or Domestic Branch)
* Preparation of GSTR-1 and GSTR-3B monthly basic.

**Parle Elizabeth Tools Pvt. Ltd. From Dec-2019 to Oct-2021.**

**Company Bio – Manufacturing of Pharma machineries at Sanand GIDC, Ahmedabad.**

**Designation – Executive Accounts**

* Preparing list for TDS form 16/16A issues to supplier as well as Employees.
* Monthly provision book of Material, Expenses.
* Purchase bill booking through GRN summary.
* Supplier payment procesed via Cheques.
* Preparation list of Depreciation of assets. (Monthly provision book)
* Preparation of TDS working and payment process.
* Preparation of GSTR-1 and GSTR-3B monthly basic.
* JV passed of Employees Salary and wages and payment process.

**Jayantilal and company (Group of Companies – Jayant Minerals Pvt. Ltd. From May-2017 to Dec-2019.**

**Company Bio – Manufacturing of Marbles stones, Sandstone, Etc. at Changodar Highway, Ahmedabad.**

**Designation – Assistant cum Accounts Officer**

* Preparing details of Stock statement for cash Credit bank account.
* Preparing a statement o Depreciation of Company & Firm.
* Handling of Personal files of Directors.
* Preparing a daily Bank reconciliation statement.
* Preparation sheet of GST return filling. (GSTR-1 & GSTR-3B)
* Reconciliation statement of TDS - 26AS/AIS.
* Payment making of Salary and wages or Reimbursement of Employees.
* Handling of daily basis Petty Cash.

**EDUCATIONAL QUALIFICATION**

* 10th class completed in Gita Vidhyalaya.
* 12th class completed in Gita Vidhyalaya.
* Tally ERP 9.0 in KSWA. (Non-government)
* B.com with 2nd class in Vivekananda Vanijya Mahavidhyalaya in Gujarat university.
* Pursuing of Marster of Commerce wih Gujarat University.

**PERSONAL DETAILS**

Full Name : Koshti Krishna Hasmukhbhai

Date of Birth : 31-08-1994

Sex : Male

Language Known : Gujarati, Hindi & English

Marital Status : Single

Hobbies : Reading, Web Surfing & Chess

Date:

Place: Ahmedabad

Your Faithfully,

**Koshti Krishna**