**CURRICULUM VITAE**

**SHAH POOJAN V.**

Hariom Nagar Vibhag-2,

Banglow No. 3,

D-Cabin, Sabarmati,

Ahmedabad-380019.

Cont no. : 7874565231

Email :poojanshah1232@gmail.com

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| **Personal Profile:-** |

A reliable, down to earth person with good communication skills and one who enjoys a busy, demanding work environment. Hardworking, craving to learn new things, adaptable to situations and environment, a good listener and a team worker.

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| **Career Objective :-** |

To work with an organization that provides me enough opportunities to learn and face challenges so that I can enhance, sharpen and thus utilize my skills and knowledge in the best pursuit of the organization.

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| **Working experience :-** |

* I have worked as Accountant in Sumeru Trade Link, Ahmedabad for 1 year and six month.
* I have worked as Accountant in Seven Oaks Engineering Pvt. Ltd. for 1 year

day to day account work, Bank Reconciliation, day to day cash book. tax invoice & retail invoice. Knowledge of GST.

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| **Computer Knowledge :-** |

* Basic Computer, MS Office, Tally , Personal Software knowledge.

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| **Education :-** |

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| **Standard** | **Board** | **Year** | **Percentage** |
| SSC | G.S.E.B. | March 2009 | 62.00% |
| HSC | G.H.S.E.B. | March 2011 | 67.00% |
| T.Y. B.Com  (Eng. Medium) | Gujarat University | March 2014 | 58.00% |
| M.Com  (Eng. Medium) | Gujarat University | April 2016 | 54.00% |

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| **Personal Information :-** |

Father’s Name : Shah Vinodkumar R.

Mother’s Name : Shah Naynaben V.

DOB : 04/01/1994

Gender : Male

Marital Status : Unmarried

Nationality : India

Hobby : Reading / Playing / Music

Address : Hariom Nagar Vibhag-2,

Banglow No. 3, D-Cabin, Sabarmati,

Ahmedabad-380019.

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| **Language** | **Speak** | **Read** | **Write** |
| English | Yes | Yes | Yes |
| Hindi | Yes | Yes | Yes |
| Gujarati | Yes | Yes | Yes |

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| **Declaration :-** |

I hereby declare that all the information has been truly stated according to my knowledge and belief.

Date :

Place :

Yours Faithfully,

(Shah Poojan V.)