**Nitin Gadaria**

Address: Email Id : [nitinsinh123@yahoo.com](mailto:nitinsinh123@yahoo.com)

H-305 MAHADEV PLATINUM Cell : +91-97234 00679

PUNIT NAGAR CROSSING ROAD

NR.YASH BUNGLOWS : +91-88663 03901

GHODASAR AHMEDABAD INDIA

Respected Sir / Madam

Myself Nitin Gadaria with 3+ yrs. experience in Accounting and Finance portfolio.

As team member of your origination, can I provide :

* + Efficiency, reliability& hard working with result orientation.
  + Honesty, ability to look at challenges as opportunity.

I hope my credentials are good enough for my application for this job. MY objective is to establish a time when we can meet to discuss how my talent and enthusiasm will add value to your operation. Thank you for spending your valued time and consideration. Looking forward to hear from you.

Your Sincerely

Nitin Gadaria

Encl:A/A

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**Career objective:-**

* Combination of my skill and abilities will aim in the achievement of Company goals.

**Educational qualification:-**

* Bachelor of Commerce with 1st class from S.V. Arts & Commerce College, Ahmedabad India.in April-2009.
* Attempted for CPT (Common Proficiency Test ) through ICAI
* Pursuing CIA+ (Certified Industrial Accountants ) from ICA (The Institute of Computer Accountants)

**Career Summary:-**

**Navin Auto Agencies, Ahmedabad May 2010 to July 2013**

**Pidilite Industries Ltd, Ahmedabad Feb 2014 to now.**

Major experience is as follow :

* To prepare all documents for delivery of the goods as well as invoices.
* To organize the delivery of goods.
* To maintain sales & purchase Register.
* To maintain collection book & payment follow up.
* To explain the customers matters where necessary.
* To prepare order from & status of the transaction.

**Computer Literacy:-**

Operating system : windows 2007

Packages known : M.S.Office 2007, Tally 9 ERP , Internet, SAP

**Personal Detail:-**

**Name:- :** Nitin M. Gadaria

**Address : H-305,MAHADEV PLATINUM**

PUNIT NAGAR CROSSING ROAD,GHODASAR

**Contact no. :** +91-97234 00679

**Date of Birth :** 25th July 1988

**Gender :** Male

**Marital Status :** Single

**Language Known :** Gujarati, Hindi, English

**Hobbies :** Listening music, learning new things

**(Nitin M. Gadaria)**