



Abinash Kumar Singh

Accountant

Diligent Accountant with 6 years of experience, specializing in maintaining Books of Accounts and proficient in Tally ERP-9, Tally Prime, and MS Excel. Skilled in GST Billing, filling Monthly GST returns, Income Tax returns, and auditing. Well-versed in handling Party Ledgers and adept at taking on significant responsibilities while thriving in high-pressure environments. Committed to continuous learning and a strong team player, I bring expertise in Accounting, Billing, and Tax Return, ensuring meticulous attention to detail and accuracy in all tasks. Adept at adapting to new challenges and consistently seeking opportunities for professional growth.

Contact

Phone

+91-7640917440

Email

avinash7421@gmail.com

Address

C/o Narayan Joshi Compound, Upper
Mawprem Shillong - 793002

Education

2021

Bachelor's of Commerce
BBS College

2018

Higher Secondary
Gorkha Pathshala Higher Secondary
School

2016

Shillong Jail Road Boy's Higher
Secondary School

Skills

- Tally ERP-9
- Tally Prime
- MS Office
- GST Return Filling
- Income Tax Return Filling
- GST Annual Return
- TDS & TCS Return
- Marg ERP

Language

English

Hindi

Experience

Feb 2021 - Ongoing CA Narayan Ratawa & Co, Barapather Complex Accountant

Worked as an intern for maintaining of Books of Accounts like GST Billing Sales, Purchases, Stocks, Payments, Bank Entry, Party Ledgers in Tally ERP-9, Tally Prime, Marg ERP and MS Excel. And Monthly GST Filling for Regular and Quarterly for Composition, GST Annual Return like GSTR-9, GSTR-9C, GSTR-4. And Income Tax Return Filling, Auditing and also New GST Registration.

Dec 2018 - Jan 2021

Keshrichand Jaisukhlall Sethia, Paltan Bazar Shillong
Accountant

Maintaining of Books of Accounts like Gst Billing Sales, Purchases, Stocks, Payments, Bank Entry and Party Ledgers in Tally ERP-9 and MS Excel and also GST Return Filling.

June 2018 - Nov 2018

S M Trading Company, Bara Bazar
Accountant

Maintaining of Books of Accounts like Gst Billing, Sales, Purchases, Stocks, Payments, Bank Entry and Party Ledgers in Tally ERP-9 and MS Excel.