

RESUME



Krishna Mishra

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Career Objective

To build career in a growing organization, where I can get the opportunities to prove my ability by accepting challenges, fulfilling the organizational goal and climb the career ladder through learning and commitment, at my best level through sheer dedication and hard work.

Academic Qualification

Degree / Certificate	Board / University	School / college	Year
B.Com	LNMU	University of Darbhanga Bihar	2017
I.COM	BSEB	D.N.Y College Madhubani Bihar	2014
10th	BSEB	M.R.R.P High School	2012

Experience

1. One Year and 4 Months Work Experience in the field of accounting and taxation under Gaurav Subhash & Co. From 10th Feb 2019 to 15th June 2020.
2. Six Month in Target Marketing Corporation Paharganj December 2020 To July 2021
3. Mensor Infra (Architect & Interior Contractors) From September 2021 To Till Now

Skills

1. Maintain Sales Purchase Registers & updating in Software properly
2. Maintain all records like Vouchers Receipts, Bills & Payments
3. Reconcile the Debtors & Creditors Statement on monthly basis
4. Reconcile the Bank statements on daily basis.
5. Prepared GST Reconciliations
6. Knowledge Of TDS Calculation

SOFTWARE KNOWLEDGE & COURSE

- Sound Knowledge of Tally and Ms office
- One Year Diploma in computer applications from A.p.c.c Madhubani Bihar
- Six Months Certificate course in Tally from A.p.c.c Madhubani Bihar
- Computer Proficiency- MS office, MS Excel, MS power-point, Tally

Personal Information

Name : Krishna Mishra

Father's Name : Saroj Kumar Mishra

Date of Birth : 18-07-1996

Nationality : Indian

Marital Status : Single

Language Known : Hindi, English

Declaration

I hereby declare that all the information is correct up to my knowledge.