

**ARUN JOSHI**

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Location: India

**SUMMARY**

Detail-oriented and motivated Accounting fresher with solid understanding of bookkeeping, ledgers, GST basics, Tally ERP, and financial documentation. Strong analytical mindset, accuracy-driven, and eager to start a career as a junior accountant.

**EDUCATION**

B.Com – Accounting & Finance (2025)

City College of Commerce

**INTERNSHIP EXPERIENCE****Accounts Intern – FinSure Associates (Jan 2024 – Apr 2024)**

- Assisted in preparing vouchers, invoices, and payment entries.
- Supported monthly ledger updates and reconciliation tasks.
- Helped prepare GST summaries and TDS working.
- Maintained records and supported auditing preparations.

**SKILLS**

Tally ERP, MS Excel, GST Basics, Ledger Posting, Bookkeeping, TDS Basics, Communication

**DECLARATION**

I hereby declare that all the information given is true.