

Contact

7666532824
modhriddhi949@gmail.com

Skills

Indirect Taxation
Self Motivated
Tax Deducted At Source (Tds)
Tax payments
tax accounting

IT Skills

Tally
Ms Excel
Ms Powerpoint

Courses & Certifications

Equity and derivatives
Mutual fund Distributor

Riddhi

Junior Accountant | Mumbai

Having 4 years of Experience in Accounting with soft skills and striving to being an asset to your organization with my knowledge and skills.

Experience

N D shah and associates

Article Assistant
Sep 2019 – Sep 2022

- Income Tax return filling for Individuals, firms, Business, etc.
- TDS and GST Return Filling for the Year.
- Assisted in Statutory Audit, Company Audits and GST Audits.
- Developed relationships with new staff members, and assisted existing staff members in their career development

Ssba Innovations

Junior Accountant
Nov 2022 – Present

- Creating monthly Management Information System (MIS) reports.
- Monthly Preparation of GSTR 1 and GSTR 3B Filings
- Providing support in the completion of financial records on a quarterly, semi-annual, and annual basis.
- Creating the Balance Sheet for Public Companies in accordance with INDAS and other relevant financial reporting standards requires thorough preparation.
- Managing and Aligning Sales, Expenses, and Relevant Data.
- Offering assistance in the compilation of financial records.

Education

Master of Commerce (M.Com)

Accounting and finance
2021

Bachelor of Commerce (B.Com)

Accounting and finance
Kes shroff college of commerce
2019