

TIRTH SHARMA

1-3900, Retallack Street, Regina, SK S4S 3B9

Contact: (306) 209-3141

Email: 1tirthsharma@gmail.com

Skills Sets

- Excellent Accounting Skills
- Problem-Solving Skills
- Creativity
- Sales And Marketing Skills
- Customer Service
- Inventory Management Skills
- Administrative Management Skills
- Excellent Computer Proficiency
- The Ability To Work Under Pressure
- Commercial Awareness
- Teamworking & Leadership Skills
- Enthusiastic, Responsible, Positive And Cheerful Attitude
- Highly Focused, Self-Motivated, Very Cooperative & Punctual
- Excellent Verbal & Written Communication Skills
- Inter Personal Relationship Skills
- Quick Learner & Multi Tasking
- Numeracy Skills
- Physical Fitness

Accounting Skills

- Preparing financial statements on Quartely & Annulay Basis, Review Payables & Receivables, Prepatation of MIS.
- Authorization of acounting entries , Support in Internal & Statutory audit.

Communication Skills

- Communicated with clients for business developments and consultants for statutory compliances.

Experience

- **Asst. Manager – Accounts** Sept 2014 – July 2019
Vidres India Ceramics Private Limited, Gujarat, India

Education

- **Bachelor of Commerce in Accounting** Jun 2010 - May 2013
New L. J. Commerce Collage, Gujarat University, Gujarat, India