



Himanshu Goutam

Accounted, & Service adviser

My Contact

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📍 Ward no.- 14, waraseoni (M.P)

Skill

- Excel Sheet Management
- BUSY with GST
- Tally ERP-9
- Figma
- Adobe XD
- Adobe illustrator
- Adobe Photoshop
- Basic Language - HTML/CSS

Education Background

- Gracius ITI
Electrical
Completed in 2018
- Tally ERP 9 + GST
Certificate in Tally ERP 9 + GST in
Sankalp Computer
Completed in 2022
- UI/UX design
Programming Ashram IT institute

About Me

Proficient in managing Excel sheets with expertise in BUSY with GST and Tally ERP-9, ensuring accurate financial record-keeping and streamlined business processes. Adept at utilizing Figma, Adobe XD, Adobe Illustrator, and Adobe Photoshop for creative UI design, with a solid one-year background in crafting visually appealing and user-friendly interfaces. Skilled in HTML/CSS for basic web development.

Professional Experience

Auto Style Car Care and Services - Waraseoni

2022 - 2023 - 4th April (Resign)

Key responsibilities:

- Accounting Manegment
- Excel Worksheet Manegement
- Insurance Claim Adviser - (Learning)

Avenue Design Infotech - Waraseoni

2023 - at present - 12th September (Joining)

Key responsibilities:

- UX Design / PSD Designs
- Photo Editing

Achievements

2022	I received an TELLY- ERP9 + GST certificate
2018	I received ITI - Electrical from Gracius