

AMOL .R. NAIK

M.COM , D.T .L

Address: flat no 1, mangalmurti,
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panchavati, nashik.

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Career Objective

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge, skills which would enable me as a fresh graduate to grow while fulfilling organizational goals.

Education Qualification

1. Bachelor of Commerce from Pune University in Year 2015
2. 12th std. from K.T.H.M COLLEGE passed in Year 2012
3. 10th std. from PETHE HIGH SCHOOL passed in Year 2010
4. Diploma In Taxation Law from M.V.P.S LAW COLLEGE, NASHIK passed from 2016
5. M.com passed from Pune University.

Organizational Experience

1. **SHREE VIJAY PANDIT AND ASSOCIATES (TAX CONSULTANT)** :- Working Experience of 2 years as Account Assistant and have worked in various areas as :
 - Filing all G.S.T. return of Various Individuals and Proprietorship Businesse.
 - Filing GSTR 3B, GSTR1, GSTR 2A Reconciliation.
 - Gst Annual Returns Working.
 - Registration under G.S.T Act of various Clients.
 - Accounting entries of new G.S.T.
 - Accounting for Various Proprietorship Businesses
 - Basic knowledge of income tax returns.
 - Filing of VAT returns under M-Vat.
 - Working on Tax Audit.
 - Filing of C-FORM under M-Vat.

Computer Skills

- 1.MS-CIT.
- 2.Tally ERP9.
- 3.MS-Excel - Pivot tabel.

Personality Traits

Hobbies	Listening music, Traveling, Net surfing, Playing (cricket)
Qualities	Disciplined, Honest & Smart working.

Strengths

- Analytical mind to identify problems and implement effective solution.
- Positive Attitude.
- Hard working & Self Confident.
- Capable to work in Team.

Personal Profile

Name	:	Amol Naik
Date of Birth	:	Sept 28 th 1994
Father's Name	:	Sh.Ravindranath Naik
Mother's Name	:	Smt. Madhuri Naik
Marital Status	:	Single
Religion	:	Hinduism
Nationality	:	Indian
Caste	:	Brahman
Language Known	:	Marathi , English, Hindi

Declaration

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Date:

Place:Nashik

(Amol Naik)