

RESUME

Abhijeet Vivek Phale

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Objectives:

To acquire a demanding position in an environment where I can best utilize my skills and education for the growth of the organization.

Summary

- 6 plus years of Work Experience into Accounts, Direct and Indirect Taxation.
- Completed Diploma in Taxation Law
- Tally ERP 9.0

Professional experience:

Organization: Sonal Associates (Excise & GST Consultant)

Position : Income Tax, Excise & GST Consultant & Auditor

Duration : 10/02/17- Till Date

Practical Exposure:

- Accounting in Tally ERP
- Calculation of Service Tax, Excise Duty, GST
- Filling Income Tax Return
- Filling Return of Service Tax, Excise, GST.
- Working Audit Report of Service Tax, Excise, GST.
- Payment of All statutory reports on or before date.
- Handle Registration of Service Tax, Excise, GST.
- Handle scrutiny regarding Service Tax, Excise.

Organization: K. L. Bansal & Associates

Position : Indirect Tax Consultant & Auditor

Duration : 22/11/15- 20/01/17 (1 year & 2 month)

Practical Exposure:

- Accounting in Tally ERP
- Calculation of MVAT/CST/Service Tax/TDS /Excise Duty.
- Filling Income Tax Return
- Filling MVAT/CST/Service Tax Return
- Working & Filling of Audit Report of MVAT/CST
- Payment of All statutory reports on or before date.
- Handle Registration of MVAT/CST/Service Tax
- Handle scrutiny regarding MVAT/CST/Service Tax.

Organization: Aniket Engineering Services

Position : Accountant

Duration : 23/10/12- 10/11/15 (3 years)

Practical Exposure:

- Accounting in Tally ERP
- Finalize Income Tax Return
- Filling of VAT, Service TaxReturn
- Checking of Daily Transactions and Reconciliation's of Accounts & Statements.
- Preparation of Payment as per books of accounts.
- Preparation of Monthly Stock Statement, Receivable & Payable Statement
- Handle Bank Matters & Petty Cash.
- Calculation of MVAT/CST/Service Tax.
- Maintain Records & Documents
- Payments Follow up
- Payment to Creditors
- Preparation of Sales & Purchase Invoice
- Bank Reconciliation
- Co-ordinate with CA for Finalization of Accounts/ Balance Sheet.

Educational Qualification:

COURSE	INSTITUTE	BOARD / UNIVERSITY	YEAR	MARKS
M.com	CES, Arvind B. Telang Sr. College, Nigadi, Pune-44.	Pune University	MAR-2012	51.63%
B.Com	CES, Arvind B. Telang Sr. College, Nigadi, Pune-44.	Pune University	MAR-2010	61.00%
H.S.C	CES, Prerana Jr. College, Nigadi-44	Maharashtra Board	FEB-2007	54.50%
S.S.C.	Sant Tukaram Vidyalaya, Dehugaon.	Maharashtra Board	MAR-2005	60.00%
Diploma In Taxation Law (DTL)	Dr. D. Y. Patil College, Pimpri, Pune – 18.	Pune University	Oct-2016	Pass
I.C.M.A.I. (Inter.) Group		Institute of Cost And Management Accountant Of India.		Appear

Software Tools:

- Tally 9.0 ERP.
- Taxbase
- M S Office

Strength

- Good team leader & team member too
- Ability to work in pressure
- Persistent
- Consistence

Personal Profile:

- Name : Abhijeet Vivek Phale
- Fathers Name : Vivek Gopinath Phale
- Permanent Address : Dehugaon, Pune – 412109.
- Date of Birth : 4 March 1990
- Language : English, Hindi, Marathi
- Gender : Male
- Nationality : Indian
- Mother Tongue : Marathi
- Marital Status : Married
- Hobbies : Travelling, Sports, Eating.

I hereby declare that the above given information by me is true to the best of my Knowledge.

Date:
Place: Dehugaon

Your's faithfully
Abhijeet Phale