

# **RESUME**

## **ABHISHEK DINESH DIGE**

C/6 Shree West Amardeep Hsg Society ,  
Near Chetna School,  
Hajimalang Road,  
Kalyan East,  
Mumbai – 421306.  
Mob. No. – 9820753043  
Email ID :digeabhishek087@gmail.com.

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## **PERSONAL DETAILS:**

Date of Birth	: 8 <sup>th</sup> April, 2000.
Father's Name	: Shri. Dinesh Babu Dige.
Language Known	: Hindi, Marathi & English.
Hobbies	: Playing Cricket.
Marital Status	: Single

## **EDUCATIONAL QUALIFICATION:**

- H.S.C. Passed
- TY B.M.S Passed.
- M.B.A Passed. (Finance)

## **OTHER QUALIFICATION:**

- MS-CIT, Tally ERP 9 with GST , Advance Excel, Basic Knowledge of Browsing.

## **WORK EXPERIENCE:**

- Experience of 2 Years as a ‘Account Assistant’ in S H Desai & Co.(Chartered Accountant). (Maintaining books of accounts and carrying out bank reconciliation. Payment of GST on monthly basis and return filing on quarterly basis. ROC form filing,)
- Experience of 1 Year as a ‘Account Assistant’ in CME Foundation of India. (Making Vendor’s Payment Doctor’s Payment,Billing and Tally Accounting TDS Working )
- Currently Working With WTW India Pvt Ltd as a Junior Tax Officer from 7-06-2023 to till now.( GST Returns , E Invoices, E Way Bills, Accounting Advance Tax working ,TDS Working ).

## **STRENGTH:**

**Hard Working, Innovative, Ability as well as stability.**

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The Above mentioned information is true and correct, I hope you will give me this opportunity to dedicating my skills and performance.

PLACE: MUMBAI.

DATE :

**(ABHISHEK DINESH DIGE)**

