**About Me**

I am passionate about my work & challenges, to acquire a set of skills, knowledge for self-development and for the growth of the organization & utilize the opportunity

**Experience**

Sacmi Engineering India Pvt Ltd (Nov’18 to Till date)

* SAP software – ( FI & MM module )
* Daily and Monthly Bank Reconciliation
* Monthly Stock Transfer reconciliation
* Cost Centre Analysis
* Monthly MIS Report
* Cash Vouchers- Bank Vouchers entry
* J.V. Entry-Purchase , Expenses, Depreciation, TDS Deduction
* All kind of data entry- Sales Invoice, Transfer Invoice, Bank receipt, Bank Payment, Cash Receipt, Cash Payment
* Maintain the Petty Cash
* Calculation, deduction and deposits of all types of TDS as per Income Tax
* Preparing Weekly Outstanding Statement
* Yearly Closing Working - Prepaid, Provision,
* Preparing E-Invoice
* Preparing Sales Register To Sales Team
* Warehouse Stock Verification Quarterly
* Vendor and Customer Clearing

**Divya Bhaskar A Unit of DB Copr Ltd (Sep’08 to Oct’18)**

* Maintaining unit fund in-out flow on online SAP software – FI module.
* Calculating deduction and deposits of all types of TDS as per Income Tax
* Every Month Budget Report Send to HO
* J.V. Entry-Purchase , Expenses, Depreciation, TDS Deduction
* Maintain the Patty Cash
* Cash Vouchers- Bank Vouchers entry
* Bank Receipt – Cash Receipt entry
* Maintaining & recording all documents regarding accounting as per set standard procedure.
* Attempting monthly, quarterly & yearly statutory audit
* Worked closely with the billing department to ensure accurate and timely billing of invoices.
* Making accounting entries of inter-company transactions
* Booking of Travel Expenses of employees
* Booking Every Month Provision Entry in SAP
* Booking Every Month Prepaid Entry in SAP
* Making accounting entries of inter-company transactions

**Commitment**

I Vimal Arvind Sodha would like to submit myself as a potential applicant for a suitable position in your reputed organization. I hereby declare that the above details furnished by me are true and correct to the best of my knowledge & belief.

**Address:**

B-401 Matru Estella,

Nr Maruti Suzuki Service Station

Morbi Highway, Madhaper Chowk

Rajkot

DOB: 17th March 1986

Language: English | Hindi | Gujarati

Marital Status: Married

**🖂 Email:** [sodha.vimal@ymail.co](mailto:sodha.vimal@ymail.co)m

🕿 Mobile: 9727757778

**Education**

12th (H.S.C) (2003)

ITI (2005)

(Electronic & Mechanicals)

B.Com (2011)

Saurashtra University

**Skills**

Monthly Budget

GST Return Filing

Statutory Compliance

**Hobby’s**

Listening Music

Watching Movies

Playing Cricket

**Vimal Sodha**

Sr, Accountant