





Dharmendrasinh Desai

Accountant exicutive

B - 29, Shree Darshan society -2,TP - 13,Chani Jakat Naka Vadodara
9714641961 | dharmendradesai164@yahoo.com

 <https://www.linkedin.com/in/dharmendrasinh-desai-26999417a>

 Dharmendrasinh Desai  @Dharmen10512078

PERSONAL DETAILS

- Date of Birth : 17/09/1995
- Marital Status : Unmarried
- Nationality : Indian
- Religion : Hindu Rajput
- Father's Name : Niranjansinh
- Mother's Name : SarjuBen

EDUCATION

- | | |
|------|--|
| 2011 | <ul style="list-style-type: none">• S.S.C
GSEB
58.4% |
| 2013 | <ul style="list-style-type: none">• H.S.C
GHSEB
60% |
| 2016 | <ul style="list-style-type: none">• BCOM
M.S University
53% |
| 2018 | <ul style="list-style-type: none">• MCOM
Sardar Patel University
69.50% |
| 2018 | <ul style="list-style-type: none">• Tally & Texation
Shah Institute
Grade - A |

LANGUAGES

- English
- Hindi
- Gujarati

SKILLS

Tally Software,ERP software,ESAY DMS
Software,zip ERP software.

100%

Knowledge of Microsoft Excel, PPT,
Microsoft Word, Email Outlook,GST,TDS,
Income tax Return Filing, GSTR Return
Filing.

60%

EXPERIENCE

EXPERIENCE	
December 2018 - August 2019	<ul style="list-style-type: none"> Accountant Assistant Analytical Technologies Ltd Performing Accounting Operation In ERP software Entry pass out Receipt, Payment,Jv, Purchase, Sales,GST,Contra, inventory ,Bank reconciliation, Monthly MIS report,Data analysis,P&I, Balance sheet.
September 2019 - August 2020	<ul style="list-style-type: none"> Accountant cum Cashier Downtown Honda Pvt Ltd Performing Accounting Operation in ESAY DMS software Pass out of Entry Purchase,sales,GST, Receipt, Payment,Jv, Contra, inventory,Handling of cash,Data Analysis.
August 2020 - February 2022	<ul style="list-style-type: none"> Accountant Executive GTPL Hathaway Ltd Performing Accounting Operation In ERP software Pass out Entry of Purchase,Sales,GST, Receipt, Payment,Jv, Contra inventory,Data Analysis.
February 2022 - July 2022	<ul style="list-style-type: none"> Accountant Exicutive IGL Fertilizers Pvt Ltd Performing Accounting Operation in Zip ERP software like Purchase, sales,jv,cash payment, cash Receipt, Bank transfer, Bank Receipt, Bank payment,Debit note, credit note, Bank reconciliation, Credit card Reconciliation,Branch Accounting,GST, TDS,pety cash handling,Mis, Microsoft word, Excel sheet, Corporate Banking, Email Communication, Reporting to senior Data Analysis.
July 2022 -	<ul style="list-style-type: none"> Accountant TECHNO ELECTROMECH PVT. LTD. Performing Accounting Operation in TFAT ERP & Tally ERP software like Purchase, sales,jv,cash payment, cash Receipt, Bank transfer, Bank Receipt, Bank payment,Debit note, credit note, Bank reconciliation, Credit card Reconciliation,Branch Accounting,GST, TDS,pety cash handling,Mis, Microsoft word, Excel sheet, Corporate Banking, Email Communication, Reporting to senior Data Analysis. Currently working
INTERESTS	
	<ul style="list-style-type: none"> Reading, Drawing, play games
STRENGTHS	
	<ul style="list-style-type: none"> Accuracy Time management Attention to Detail Handling escalation Communication Organization Leadership
OBJECTIVE	
	I am looking for Accounting sector career.
ACTIVITIES	
	<ul style="list-style-type: none"> Farming acctivies, playing Outdoor games, Traveling.
DECLARATION	
	<ul style="list-style-type: none"> I here by 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.
	<div>Yours Faithfully</div> <div>Dharmendrasinh Desai</div>