

# Curriculum Vitae

Vipul A. Vaghela

30/349, Vaikunth Flat,  
Near Balajinagar,  
behind Samta Police choki,  
Samta,  
Shubhanpura,  
Vadodara.

E-mail : vvaghela886@gmail.com

Mobile no :9737752238,

## **Personal Details :**

- Name : Vipul Arvindbhai Vaghela
- DOB : 8th september 1993
- Nationality : Indian
- Marital Status : Unmarried

## **Educational Qualification :**

Course name	Year	Bord/University	Percentage/Class
M.COM	April,2017	Gujarat University	55%, Second Class
B.COM	April,2014	Gujarat University	50%, Pass Class
HSC	March,2011	GSHSE Board	58%
SSC	March,2009	GSHSE Board	54%

## **Acquired Skills :**

- Tally ERP 9 With GST
- Ms Excel
- Ms Word
- Communication In E-Mail
- Communication In Telephone
- Basci Knowledge of Income Tax and its various heads
- Practical knowledge of GST

**Professional Qualification:** CCA course (Certified Corporate Accountant)

from Munimji Training & Placement Private Ltd., a CA venture.

**Work Experience :**

**1) Rang HVAC Solutions**

Joining Date: 10 November 2021 to till Date

Post: Accountant

**2) NX Consultants ( N.B.Patel & Associates)**

Period: 9<sup>th</sup> March 2020 to October 2021

Post : Accountant

**3) ARORA AND JOSHI – CHARTERED ACCOUNTANTS**

Period : November 2017 to March 2020

Post : Junior Accountant

**Job Responsibilities :**

- Tally Entry in Sales ,Purchase ,Bank Statement.
- Income Tax Return File , GST Return File, TDS
- Claint Followup For Accounting Details
- Audit : Check For Sales Register , Purchase Register , Bank And Cash Register .

**Technical Qualification :**

- Proficiency in Microsoft Word , Excel, Outlook
- Typing Skills 25 wpm
- Experienced in working on Tally Erp 9

**Declaration :**

I hereby declare that the above mentioned data and information are true to best of my knowledge and belief.

V.A.Vaghela

( Vipul Vaghela)