
Curriculum Vitae

Jaydipsinh N Gohil

CONTACT

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Post-Angadh

Vadodara

Gujarat.

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CAREER OBJECTIVE

Aspiring to work in a professional environment utilizing my expertise in order to scale newer heights and to achieve organizational as well as personal goals.

PERSONAL INFORMATION

Full Name	: Jaydipsinh Nansinh Gohil
Date of Birth	: 08/11/1986
Gender	: Male
Age	: 35 Years
Caste	: Hindu☑ Rajput
Marital Status	: Married
Nationality	: Indian
Language known	: English, Gujarati, Hindi.

ACADEMICS

M.Com. - Sardar Patel University, Vallabh Vidyanagar (2009)

Management and Finance Account

2nd division (61.0 %)

B.Com. – Gujarat University, Ahmedabad (2007)

Subject- Advanced Accounting/ Auditing

2nd division (55.88%)

Class XII Gujarat Higher Secondary Education Board, Gujarat (2004)

2nd division (49.67%)

Class X Gujarat Secondary Education Board, Gujarat (2002)

1st division (65.57%)

EXPERIENCE

- ✎ Two-year Experience at Capiq Engineering Pvt Ltd. As an Accountant Assistant cum Export executive. From April-2014 to 10.10.2015
working on tally ERP software Making Purchase and Sale Entry, Bank reconciliation, Vendor Payment and Receipts entry, makings Import and Export invoice and Documents, Reporting to accounts manager.
- ✎ Two-year experience as an Accountant Assistant at Khandelwal Cables Ltd. Manjusar, Savli GIDC Vadodara. From 12.10.2015 to Feb 2017.
Designation: Accountant
Job profile: working on tally ERP software Making Purchase and Sale Entry, Bank reconciliation, Vendor Payment and Receipts entry, Reporting to Managing Director.
- ✎ Five year and five months experience as an Sr. Accounts Executive at Sudeep pharma pvt ltd. at Nandesari GIDC Vadodara From 14.02.2017 to 30.07.2022
- ✎ Presently Working with Innoxel Life science Pvt Ltd as a Sr. Accounts Executive accounts from dtd. 01.08.2022 to till date
- ✎ **Job Profile:**
I'm currently working with tally ERP software as well as SAP B1 Software doing day to day transaction like Purchase, Sales, Journal Voucher, Payment, Receipt, TDS Working and Payment
Making Receivable, Payable report, Fixed assets report and calculate depreciation on each quarter.
Basic working of GST and Statutory Payment like PF, ESIC, Professional tax, TDS and Import duty Payment etc.
Bank Reconciliation, Making Cash Voucher and handle cash, and assist to Internal Audit. Reporting to HOD.

COMPUTER LITERACY

- ↪ **Computer Fundamental MS office & Internet information & Communication technology**
ISTD New Delhi NCVT (National Council for Vocational Training) (2009)
1st division (A Grade)
- ↪ **Information & Communication technology(TALLY) Enter Data transaction in Tally**
ICT (BSA) (NCVT) (2010)
1st division (A Grade)

Hobbies

- ↪ Playing cricket, Music, Reading

DECLARATION

I consider myself familiar with various aspects of Commerce. I am a dexterous and dedicated learner, sincere in all my endeavours and have a good temperament to work in a team.

I hereby declare that the above-mentioned details are true to the best of my knowledge.

PLACE: Angadh (Vadodara)

SIGNATURE