
PRASHANT CHAUBEY

59/A-15 Shera Mohallah Garhi, Lajpat Nagar New Delhi, 110065

Contact- 9654125878 | prashantchaubey11@gmail.com

PROFESSIONAL SUMMARY

Dynamic Executive with progressive experience developing business market strategies, directing new sales initiatives and leading growth to meet and exceed sales targets.

SKILLS

- Process improvement
 - Goal-oriented
 - Analytical thinking
 - Financial analysis
 - Strong account analysis skills
 - Excellent time management skills
 - Financial management
 - Revenue generation & Financial administration
 - Research and analysis
 - Sales analysis & National account management
-

WORK HISTORY

SOMANY CERAMICS LTD.

Executive | Noida, U.P. | September 15 - Current

- Banking, Forecasting of financial statement
- Preparing MIS, Assisting the top management.
- Debtors and Creditors Analyzing.
- Daily collection tracking and collection forecasting.
- Review of Outstanding Payments and follow-up with sales team
- Direct Tax, Indirect Tax, and Coordinate with auditor for finalizing Balance Sheet
- Sales Accounting, Analyze business operations, Channel Financing, costs, revenues, financial commitments, and obligations, to project future revenues and expenses.
- Implement sales strategy & commercial priorities for client's base.
- Collaborate with Account Team to determine necessary strategic sales approaches

GARDENIA INDIA LTD.

Executive | Noida Uttar Pradesh | September 13 – August 15

- Preparing Bank Reconciliation Statement.
- Preparing MIS
- Accounts Payable & receivable.
- Computation of Taxable Income of employees and deduction of TDS

- Deduct TDS from party and deposited into Govt. Account
 - Online Tax Payment (Vat, Wct, TDS & Service Tax)
 - Coordination with auditor
 - Assessment of Income Tax & Service Tax
 - Ledger maintain, Cash Book, Journal Vouchers,
 - Preparation Fund Flow & Cash Flow
 - Dealing with Bank & PF & ESI matter
 - Working of Balance Sheet & Branch Reconciliation
-

EDUCATION

M. COM | Commerce | 2018

Jamia Millia Islamia Distance Education, New Delhi

MBA | FINANCE & ACCOUNTS | 2016

Sikkim Manipal University Distance Education, Gangtok, SK

B. COM | FINANCE & ACCOUNTS | 2013

Deen Dayal Upadhyaya Gorakhpur University, Gorakhpur UP

DIPLOMA IN FINANCIAL ACCOUNTS | ACCOUNTS | 2012

Madhur Computer & Institute & Technology, Gorakhpur UP

12th | COMMERCE | 2010

Udit Narayan Inter College, Padrauna UP

10th | SCIENCE | 2008

Nehru Inter College, Padrauna UP

PERSONAL DETAILS

FATHER NAME: - Ravindra Chaubey

MOTHER NAME: - Savitri Devi

DATE OF BIRTH: - 10th May 1993

SEX: - Male

NATIONALITY: - India

MARTITAL STATTUS: - Single

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

DATE: -

Signature

PRASHANT CHAUBEY