

Date :- 09/0/2019

1) Personal Profile: -

Name - Babasaheb Sahebrao Kurde
Date of Birth - 06-July-1991
Gender - Male
Marital Status - Unmarried
Nationality - Indian
Language Known - English, Marathi, Hindi.
Mobile No - +91 9028344248
Email Id - babasaheb67@gmail.com
Present Address - At Post- Pande, Tal-Karmala, Dist-Solapur.
Permanent Address - At Post- Pande, Tal-Karmala, Dist-Solapur.

2) Educational Qualification: -

Qualification	University/ Board	Month & Year	Percentage	Class
M.Com	Pune	Appeared	-	-
B.Com	Solapur	June- 2012	41.33	Pass
HSC	Pune	Mar- 2009	67.83	First
SSC	Pune	Mar- 2007	65.53	First
MS-CIT	MSBTE	June- 2013	77	First
Marathi Typing 30 w.p.m.	MSCE	Oct- 2017	77	First
English Typing 40 w.p.m.	MSCE	Oct- 2017	62	Second

3) Work Experience: -

I Have Two years experience (From 31/08/2016 to till date) in Accounts Department as “**Assistant Store Accountant**” Vitthal Refined Sugars Ltd. Pande, Post: Pande, Tal-Karmala, Dist-Solapur

Nature of Work- In this Factory I worked closely in Account Department with variety of works as follows;

- 1) Preparing Journal Voucher,
- 2) Bank RC (Reconciliation),
- 3) Store Allocation

- 4) Purchase Bill Checking & Passing
- 5) Preparing drafts for banking purpose,
- 6) Handling / Operating ERP software.
- 7) Maintaining personal as well as official Word documents & Excel sheets
- 8) Indent Passing

4) Salary: -

A) Present Salary: - **Rs. 15000.00 P.M.**

B) Expected Salary: - **Negotiable**

5) Declaration: -

I hereby declare that the above written particulars are true to the best of my knowledge & belief.

I hope you may consider my application by my side and I fully assumed that your instructed work will be carried out as per expectation.

Thanking You.

Yours Faithfully,

Date: - 07/06/2019

Mr. Babasaheb S. Kurde

Place: - Pande Tal- Karmala, Dist. Solapur