

RESUME

RUSHIKESH S.KAMAT.

C/O DINESH VISHWAKARMA ,814, MAHATMA
PHULE NAGAR V WAGH IIT MARKET

POWAI

MUMBAI. -400 076

CAREER OBJECTIVE:

TO BECOME ONE OF THE BEST EMPLOYEE WITH SINCERITY, DEDICATION AND HARD WORK TO PRODUCE SUCCESSFUL RESULTS IN ORDER TO BENEFIT THE ORGANIZATION AND MYSELF.

DATE OF BIRTH:	8 th December, 1987.
GENDER :	MALE.
EMAIL ID:	rushakamat@gmail.com
MOBILE NO:	9137681190/9004484141
MARITAL STATUS:	UNMARRIED.
NATIONALITY:	INDIAN.
LANGUAGES KNOWN:	ENGLISH, HINDI, MARATHI.
HOBBIES:	READING & GARDENING.

QUALIFICATION:

T.Y.B.COM	MUMBAI UNIVERSITY	FIRST CLASS (64.56%)	MARCH 2008
HSC	MUMBAI UNIVERSITY	FIRST CLASS (66.83%)	MARCH 2005
SSC	KOLHAPUR UNIVERSITY	FIRST CLASS (66.13%)	MARCH 2003

ADDITIONAL QUALIFICATION:

MS-EXCEL, MS-WORD, MS-POWERPOINT, INTERNET.

TALLY 7.2, TALLY 9.0, TALLY ERP.

TAXATION RELATED SOFTWARE- VAT RETURN SOFTWARE, INCOME TAX RETURN SOFTWARE,, LIKE WINMAN TDS, INCOME TAX,

WORK EXPERIENCE:

- CURRENTLY WORKING AS SR ACCOUNTANT **IPWTCORPORATION** FROM OCT 2017 TO TILL DATE. (GOVANDI)
- WORKED IN **CRYSTAL COOK N SERVE PVT LTD** AS ACCOUNT EXECUTIVE FROM FEB 2016 TO SEPT 2017. (**20 Months Experience**)
- WORKED FOR **VR ACCOUNTING SOLUTION PVT LTD.** AS ACCOUNT EXECUTIVE IN THANE (FROM APRIL 2013 TO MARCH 2015) (**Around 2 Years' Experience**).
- WORKED FOR **GR INDUSTRIES** AS ACCOUNTANT AT ANDHERI (E) MUMBAI (FROM JAN 2012- MAY 2013). (**Around 1 ½ Years' Experience**).
- WORKED FOR **CHT INDIA P LTD** AS ACCOUNT EXECUTIVE AT ANDHERI (E) MUMBAI FROM NOV 2011-DEC 2012). (**Around 1 Year Experience**).
- WORKED FOR **DONEAR INDUSTRIES LTD.** AS ACCOUNT EXECUTIVE AT ANDHERI (E), MUMBAI. (JUNE 2010 TO OCT 2011). (**Around 1 ½ Years' Experience**).
- WORKED FOR **H.B. HIRAN & ASSOCIATES.** BHANDUP (W) MUMBAI AS AN ACCOUNTANT FROM (JAN 2009 TO MAY 2010). (**Around 17 Months Experience**).

WORK PROFILE / JOB RESPONSIBILITIES:

IPWT CORPORATION:

- HANDLING ALL BRANCH ACCOUNT & SISTER CONCERNS A/C INCLUDING IPWT WATERPROOFING DEVISION,
- ALL ACCOUNT RELATED ENTRIES.
- RECONCILIATION OF BANK STATEMENT, PAYMENT AUTHORISATION, OUTSTANDING FOLLOW UP, LEDGER SCURITYNY,
- GST RETURN FILING , TDS PAYMENT & FILING, PROFESSIONAL TAX PAYMENT, PREPARATION OF BALANCE SHEET EWAY BILL MONTHLY SALARY OF THE STAFF.

CRYSTAL COOK N SERVE PVT LTD:

- C FORM UPDATION IN ERP, REMINDER FOR OUTSTANDING C FORM/F FORM, APPLICATION FOR F FORM & C FORM AS PER GIVEN BY CA. PROVIDE ALL RELATED DOC. TO CONSULTANT DURING ASSEMENT OF PARTICULAR DEPOT.
- ALL PAYROLL ENTRIES, JOURNAL VOUCHER ENTERIS, STAFF RECONCILIATION, FULL & FINAL SETTLEMENT LEAVE ENCASHMENT, GRATURITY, BONUS (YEARLY) CALCULATION AT TIME OF F & F. IT DECLARATION & TDS CALULATION OF EMPLOYES, FORM 16. TAX FRIENDLY SALARY STRUCTURE FOR EMPLOYEES.
- PROCEED PT PAYMENT, ESIC PAYMENT, SUBMISSION OF PF FORM 19 & 10C AFTER F & F.
- REIMBURSEMNT OF EMPLOYEES EXPENSES & PAYMENT PROCESSING.
- MIS ON SALES V/S EXPENSES RATIO AT AGM & QUARTERLY MEETING.

VR ACCOUNTING SOLUTION PVT LTD:

- VISITING VARIOUS CLIENTS OF VR ACCOUNTING SOLUTION FOR ACCOUNTING PURPOSE INCLUDE ALL ACCOUNTING WORK.
- PURCHASE, SALES, JOURNAL ENTRIES TIME TO TIME, PREMERATION OF CHEQUE, NEFT TO VENDOR PAYMENT, APPLICATION FOR LETTER OF CREDIT & BANK GUARANTEE, MONTHLY PAYMENT OF EXCISE, VAT, CST, CALCULATION OF EXCISE, VAT, TDS PF PT ESIC, LBT.
- APPLY FOR BANK LOAN PROVIDE ALL RELATED DOCUMENT FOR LOAN PROCESSING LIKE, LAST 3YEARS B/S, P & L STATEMENT, LOAN RECORD, LEGAL PAPERS, ETC. PROVISIONAL B/S & P & L STATEMENT.
- ASSIST CA FOR AUDITING PURPOSE. & FINALISATION OF BALANCE SHEET.

GR INDUSTRIES:

- PURCHASE/SALES/JOURNAL/BANK ENTRIES IN ERP.
- VENDORS/BANK RECONCILIATION OF STATEMENT.
- UPDATE EXCISE VARIOUS RECORD LIKE RG 23 (I) & (II)., PLA REGISTER.
- FILING ER-1, PAYMENT IN GRA 7, NMMC CEES CALCULATION & LBT PAYMENT.
- PROVIDE ALL RELATED FILING FOR AUDIT PURPOSE.

CHT INDIA PVT.LTD:

- HANDLING ACCOUNTS PAYABLE
- PREPRATION OF OUTSTANDING LIST, PREPARE CHEQUE AS PER DUE DATE & CONFIRM & GET SIGN BY MANGER,
- RECONCILIATION OF BANK STATEMENT.
- MONTHLY TDS PAYMENT, EXCISE SERVICE TAX PAYMENT.
- FILING INOVICES & PAYMENT ADVICE TIMELY ASSIST CA IN FINALISATION & AUDIT.

DONEAR INDUSTRIES LTD.

- PETTY CASH CHEKING & SEND FOR ENTRIES IN DATA ENTRY DEPARTMENT.
- MAINTAIN ALL CONTRACTOR COMPAINES ACCOUNT UPTO FINALISATION. PREPARE INDIVIDUAL IT RETURN, TDS PAYMENT & PREPARE TDS RETRUN.
- OTHER ACCOUNT RELATED WORK.

CA. H.B. HIREN & ASSOCIATES:

- HANDLING CLIENT ACCOUNTS PURCHAS/SALES/CASH/BANK ENTRIES,
- PREPARE IT RETURN, VAT RETURN, VAT /TDS /IT/SERVICE TAX PAYMENT.
- AUDIT, VOUCHING, SOLVE QUIERS, AND HELP CA TO PREPARE AUDIT REPORT.
- ALL ACCOUNTING WORK GIVEN BY CA.

DATE:

PLACE: MUMBAI.

(RUSHIKESH S. KAMAT.)

