

VIKRANT

Mobile-9560883713

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Address- K-543 Dakshinpuri, New Delhi - 110062

OBJECTIVE

Seeking A Challenging Career With A Progressive Organization That Provides An Opportunity To Capitalize My Accounting Skills And Abilities In The Field Of Computer Accounting Or Accountancy.

Education and Professional Qualification

YEAR	COURSE	UNIVERSITY/BOARD
2019	Certified Industrial Accountant	Institute Of Computer Accounting
2014-17	B.A	Delhi University
2014	12 th	CBSE
2012	10 th	CBSE

Skills

- Good in Advance Excel, MS Word, MS Power Point.
- Complete Knowledge of Accounting and Accounting Software Tally ERP.9, Busy 18.
- A Good Knowledge about GST,TDS, Taxation and Direct Tax.
- Sale & Purchase invoices
- Reconciliation in Tally and Busy
- Journal Entries
- GSTR 1, GSTR 2, GSTR 3B
- Honest, Disciplined Person
- Listen Attentively and Openly Express Ideas.

Hobbies

- Listening To Music
- Playing Cricket and Football
- Writing
- Travelling or Exploring New Places.

Personal Details

Father Name	Mr. Vinod Kumar
Mother Name	Mrs. Anita
DOB	08/04/1997
Nationality	Indian
Languages Known	Hindi, English

Date: 05/11/2019

Signature: Vikrant.

Place: New Delhi