

# **CURRICULUM VITAE**

## **RAHUL**

Address: - H.No – 187, Sector 9,

Old Vijay Nagar Ghaziabad

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### **JOB OBJECTIVE**

A Responsible and Challenging Position where I will use abilities skill and dedication towards duties with an aim of Companies Growth.

### **EXPERIENCE**

- One Year Experience As An Assistant Accountant Under CA Firm.
- Three Year Experience As An Assistant Accountant In GS Electricals & Automation.

#### **Job Profile:**

- All Journal Accounting Entry in Tally ERP 9 for Purchase, Sales, Receipt, Payment, Contra etc.
- Inventory on Tally ERP 9
- Bank Reconciliation Statement.
- GST Return File
- Prepare GSTR-1 Data & Return Filling
- Prepare TDS Data & Online Challan Deposits.
- TDS Return File

### **ACADEMIC QUALIFICATION**

- B.com from CCS University 2015.
- Intermediate from U.P Board in 2012.
- High School from U.P Board 2010.

## COMPUTER SKILLS

- Basic knowledge of computer
- Excel & MS Word
- Tally& ERP-9.

## HOBBIES

- Listening Music
- Playing Cricket

## PERSONAL DETAILS

Father's name	:	Mr. Prempal
Date of birth	:	28 <sup>th</sup> September 1992
Sex	:	Male
Marital status	:	Married
Nationality	:	Indian
Religion	:	Hindu

**Date: -**

**Place: -**

**(RAHUL)**