

# **RESUME**

## **ADITYA KUMAR**

**House No 125, Azad Nagar  
Railway Harthala Colony Near  
Nehru Junior High School, Moradabad  
Mobile No : +919557737044  
Email Address : [amackdileen1992@gmail.com](mailto:amackdileen1992@gmail.com)**

A Challenging Diverse And Dynamic Job In **Finance/ Accounts / Goods & Service Tax And Related** Fields Utilizing My Qualification, Experience And Skill And There By Contribution.

## **Areas Of Expertise**

Goods & Service Tax, Bank Reconciliation, Preparation Books Of Accounts, Field Investigation, Sampling, Banking, Sale & Finance E.t.c.

## **Professional Experience**

- 1 - One Year As a Accounts Auditor In CA Kapil Kumar Agarwal & Associates Firm. Opp. Sale Tax Office Ramganaga Vihar, Moradabad.**
- 2 - One Year Worked As a Accountant In M/s Aart Vision Metal Componenet & Processing Pvt. Ltd. Mehlakpur, Aghwanpur Opp Maida Mill, Moradabad.**
- 3 - Two Year Worked As a Sampler In DCB Bank, Yes Bank Ltd, DHFL Home Loan & Cholanandalam Finance Pvt Ltd, Moradabad. ( Off Roll Work By Thru Anil Risk & Credit Consultancy Pvt. Ltd. ( Agar )**
- 4 - Currently Work As a DSA In Fullerton India Pvt Ltd, Moradabad.**

## **Key Responsibility With Last Exprience**

- 1 - Preparation Of Trial Balance, Profit & Loss A/c, Balance Sheet And Finalization A/c.**
- 2 - Good Knowledge Of Tally Erp 9.0, Busy 17, M.S Office, M.S Word E.t.c.**
- 3 - Preparing Sales Invoice And Purchase Order.**
- 4 - Releasing Payments And Making Cheques.**
- 5 - Documents Verification.**
- 6 - Field Investigation.**
- 7- Sale & Marketing**
- 8 - RCU Risk Control Management & E.t.c**

## **Computer Competencies**

Proficient With Windows XP, Microsoft Office, Excel, Word, Internet, Tally 9.0 Erp.

### **Educational Qualification**

Pursing B.Com From M.J.P.R.U University, Bareilly, Moradabad.

10+2 Pass From U.P Board, Allahabad.

10<sup>th</sup> Pass From U.P Board, Allahabad.

### **Personal Details**

Father's Name	:	Mr. Anil Kumar
Date Of Birth	:	27- July - 1992
Marital Status	:	Unmarried
Religion	:	Christian
Language	:	Hindi & English
Nationality	:	Indian
Hobby	:	Reading News Paper & Internet Surfing

Date :-

Place :- Moradabad

Signature :- Aditya Kumar