



ABOUT ME

Motivated and detail-oriented individual seeking a challenging position as an Executive to utilize academic background and analytical skills in processing general ledger and sub-ledger transactions accurately and efficiently.

CONTACT ME



+91 7002564211



robinsingh312000@gmail.com



Guwahati Assam

ROBIN SINGH



EDUCATION

GUWAHATI COLLEGE

° Bachelor of Commerce
(Financing and management)
(2019-2022)

RELEVANT COURSEWORK:-

Financial Accounting
Managerial Accounting
Auditing
Corporate Finance



SKILLS

- Microsoft Excel, Word, and PowerPoint
- Strong analytical and problem-solving abilities
- Excellent attention to detail
- Ability to manage time effectively and prioritize tasks
- Strong communication and interpersonal skills



CERTIFICATION

-6months diploma in
Computer applications



EXPERIENCE

-6 month worked as labour supervisor at tharu & sons pvt ltd