

PROFILE SUMMARY

An accomplished and dedicated accountant with a proven track record in financial management and analysis. Seeking a challenging position in an organization where I can utilize my expertise in accounting principles, and strategic planning and financial reporting to contribute to the financial success and growth of the company

Accountant

WORK EXPERIENCE

- Worked 01.04.2012 To 31.03.2015 Accounting with Jai Gurudev Agro Foods Pvt Ltd In Banda-
- Worked 01.04.2015 To 31.03.2017 Accounting with S.B. Edibles Pvt Ltd , Powayan
- Worked 01.04.2017 To Till date Accounting in Vinayak Roller Flour Mills Pvt Ltd, Shahjahanpur
- Tally Erp9 New Update Tally Prime In Advance Excel Knowledge

PROFESSIONAL EXPERIENCE

Detail-Monthly Reporting

- 1- Vat & GST Return Fill, GSTR 1,-GSTR-3B, Return Filing
- 2- Monthly TDS Return Filling
- 3- Stock Register & Production Report Maintain, Sale Purchase, Monthly Reconciliation
- 4- Bookkeeping, Including Monthly Accounts Closure.
- 5- Monthly Prepare Invoicing Bank Reconciliation
- 6- Prepared financial statements and tax returns for a diverse client base, demonstrating technical accounting skills & Audit

FINANCIAL ANALYST

- Analyzed financial data, including budgets, income statements, and cash flow statements, to provide insights and recommendations.
- Developed financial models to forecast future performance and support strategic decision-making.
- Conducted financial audits for a diverse portfolio of clients, ensuring compliance with regulatory requirements and accounting standards.
- Performed detailed testing of internal controls and identified areas of risk, providing recommendations.
- Assisted in the preparation of audit reports, summarizing findings and making suggestions for corrective actions.



CONTACT & ADDRESS

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SKILLS

- ✓ Financial Analysis
- ✓ Auditing
- ✓ Communication

LANGUAGES

Hindi



English



INTERESTS

Swimming, Running, Reading, Cross-fit, Cycling