

Work Experience in Auto mobile

- Jaybihari Besan
- Software Incharge
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- Email Id – besanjayabihari@gmail.com

ERP (Enterprise Resource Planning) software in charge with planning in 2 year experience. Seeking to put proven skills in process software design, supply change management, finance, DMS (Dealer management system), CRM (Customer Relationship Management) and manufacturing.

I Design of ERP Software:

Manufacturing

1. Bom system, 2. Store /Inventory, 3. Challan / Purchase Order, 4. Vehicle with stock, 5. Quality control process, 6. Warranty settlement, 7. Damage /scarp, 8. Logistic .etc

B. FINANCE: -

1 – Ledger , 2 –Voucher type , 3 –Trial balance , 4 – Balance sheet , 5 - P/L Account , 6 - Cash flow ,7– Bank reconciliation , 8 –Day Book .

C. DMS (Dealer management system)

1. Vehicle order, 2. Spare order, 3 .Service, 4 .Warrant claim, 5. Inquiry in customer, 6. Complain register, with S for Dealer agreement

D. CRM (Customer Relationship management

Process requirement company: - sms /call center

I have good knowledge of about all this, so I would like to purpose a challenging career and strive hard to acquire knowledge and grounds preferable.

RESUME



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OBJECTIVE : I would like to purpose a challenging career and strive hard to acquire knowledge and grounds ,Preferably ,I would like to work as a term for the benefit of both ,the process and skilled accountant with 2+ years experience .

SKILLED :

- Expert in affective enter personnel interaction seeking employee if a accountant in a trading organization.
- FINANCIAL ACCOUNTING ,
- FINANCIAL REPORTING ,
- FINANCIAL ADVICE ,
- FINAL ACCOUNT ,
- GENERAL LEDGER ,
- COST ACCOUNTING ,
- BANK RECONSULATION ,
- TIME MANAGEMENT
- Online Banking Transaction ,Account receivable ,Experience reconciliation ,petty cash management ,taxations ,Inventory .

EXPERIENCE:

- 2 + year related work experience and a from background in finance & accounting methologies & practice.Deplometric & tactful.
- Working as Accountant "SES SHEMA E –VEHICLE SOLAR PVT. LTD. "from March 2019 to till date (Dhankauda, Sambalpur)

JOB RESPONSIBILITIES:

- Managed accounts payable, accounts receivables, General accounts .
- Day to day accounting, pettycash, Accounts Receivable, Accounts Payable & Book keeping.
- Monthly Provide a income & expenditures statement to the chief accountant.
- Settlement of Cash /Credit Bills.

- Bank Reconciliation to coordinate with general ledger.
- Credit control /Follow up for receivables with customers.
- Verify Supplier outstanding reconciliation with customers.
- Preparing Day Book & Journals.
- Payment collection and follow up of outstanding payments.

CAPABILITIES:

1. Well developed Analytical skill - Skill full at processing Data Information Keeping record & tabulation.
2. Strong Background in Book Keeping includes General Ledger, Account Payable by Receivable, Final Account & Reporting.
3. Expracepise in Performing Financial Statement Monitory debit daily Case Transaction, Developing Annual Budget & Recording all Financial Activity for per small to medium sized business.
4. Continuously up date and through working knowledge of Accounting principle & practices as well as income tax, GST & pds.
5. Interact Professionals with all level of staff & maintain the highest level of confidently now for tact and diplomacy in handling sensitive issues.
6. Proven ability to handling multiple, conteting precocious an effective manner.
7. Affectively gather, finalized, comply synthesize data in to written report.
8. Affective communication skill excellent sambalpuri, Oriya, Hindi, & English .Specially written combine with inter personnel strength & a high degree of professional integrity.
9. Computer skill - tally (erp 9), mark, Microsoft (word excel, power point), Internet browsing and email.
10. Professional work experience account – (ayurveda & joint enterprises.)
 - Monitor at maintain the account for 30 -40 daily sale transaction; amount to over INR one lacks.
 - Maintain general ledger and all book of account of to final account and balanced sheet.
 - Perform & internal audit & submit details recombination to management & director identify potential problem excessive pending and solution for the same.
 - Manage the book reconciliation statement of the company for all received and payment.
 - Verification of data and maintenance of outstanding report for debtors and creditors.
 - Generate and maintain of sale inventory report.
 - Conduct monthly reconciliation of good and invoices received, gr, ir chasing, reconciliation of expense account payable /receivable.
 - Maintain the company data record.
 - Generate account report pertaining to GST, PDS & Income tax.

EDUCATIONAL QUALIFICATION:

Bachelors of Commerce continues student,
(Netaji Subash Chandra Bosh College, Sambalpur.
Sambalpur University

PERSONAL DETAILS :

GENDER	: MALE
FATHER'S NAME	: LINGARAJ BESAN
DATE OF BIRTH	: 04-06-1993
MARITAL STATUS	: UNMARRIED
NATIONALITY	: INDIAN
LANUAGES KNOWN	: ENGLISH, HINDI, ORIYA & SAMBALPURI
PERMANENT ADDRESS	: At-Khasupali, Po-Padiabahal, Ps-Sadar, Dist-Sambalpur, Pin-768112, State-Odisha,