

# ASHOK KUMAR MOHAPATRA

Accountant

8658828683

@ ashokmohapatra221@gmail.com



## PERSONAL INFORMATION

- ✓ **Date of Birth** 19-05-1998 📅 Date period
- ✓ **Nationality** Indian 📅 Date period
- ✓ **Marital Status** Single 📅 Date period
- ✓ **Address** At-Thentana, Po-Gualipada, Ps-Delanga, Dist-Puri, Pin-752016 📅 Date period

## PERSONAL SKILL

Teamwork Oriented- Strong Negotiation- Social Relationships. Ability to work long hours & under high pressure. Accuracy in written and verbal work. Reliable, honest, trustworthy and hard working. Ability to work with suppliers. Ability to work with both management and junior staff within the company. Enthusiastic, courteous & helpful to colleagues & customers. Good understanding of the hotel operation & the local competitors. Recognizing & understanding differences & trends. Planning for business & analyses the needs of the operation. Adaptability & integrity. Supervising people & operations. Drive for result through effective teamwork.

MS Office Tally

Communication, Problem Solving, Teamwork, Working Under Pressure, Multi Tasking

Company

## CAREER OBJECTIVE

- To Pursue an entry level accounting position that utilize my qualifications and knowledge, that offers opportunities to learn and grow by delivering the results as an individual and would like to work for a reputable organization that adds value to the entire community.

### Overview

- Bachelor of commerce
- Excellent in Microsoft Excel and other Office agitation tools.

## EDUCATION

10th

Loka Bidya pitha, p.manpur

+2

P N Junior college, Khordha

📅 2013 - 2015

B.com

Prananath Autonomous College, Khordha

📅 2015 - 2018

## LANGUAGES

Odia

Native



Hindi

Proficient



English

Advanced

