**KETAN SUNIL ANGANE.**

Chawl No. B-4, Room No- 6, Shravan Nagrar,Dahanukar Wadi, Kandivali (West), Mumbai – 400 067.

Mobile No :8655304128 Email ID :[angane.ketan@gmail.com](mailto:anganemeghna7@gmail.com)

**CAREER OBJECTIVE:**

Seeking a responsible & challenging career with a reputed organization, which will best utilize & have my management skills & enhance my professional growth.

**ACADEMIC QUALIFICATIONS:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| SR NO | STANDARD | BOARD | YEAR | % | UNIVERSITY/ COLLEGE |
| 1 | S.S.C | Maharashtra State Board | 2008-09 | 90 | Balak Vihar Vidyalaya |
| 2 | H.S.C | Maharashtra State Board | 2010-11 | 63 | Gokhale College, Borivali. |
| 3 | T.Y.Bcom | Mumbai University Board | 2013-14 | 73 | Gokhale College, Borivali. |

**COMPUTER SKILLS:**

* Operating Environment : Windows 98, 2000, XP and 2003, Windows 7 & 8.
* Software Known : MS Office, Open Office, Internet Explorer, Google Chrome.
* Accounting Software : Logisys (ERP Software), FOXPRO (DOS BASE), Tally ERP ( Basic Knowledge).

**WORK EXPERIENCE:**

Presently working with New Haribhakti Business Services LLP from 28th May 2014 to till date.It (NHBS) is a business consultancy and services company.NHBS aims to deliver seamless business services and solutions to catayse growth in companies and ecosystems they operate it.

Client Name – ATC Clearing and shipping Pvt Ltd. ( Custom clearance and Logistics Company)

**JOB RESPONSIBILITIES:**

* Day to Day expenses entries.
* Account Payable.
* Account Receivable.
* Handling Petty Cash.
* TDS and Service tax e-filling.
* Bank reconciliation.
* Debtor / Creditor / Branch Reconciliation.
* Handling accounts of Branches.

**STRENGHT**

Positive attitude, dynamic, enthusiastic, with good communication skills

**PERSONAL PROFILE:**

* **Name**  : KETAN SUNIL ANGANE.
* **Father’s Name :** SUNIL GOVIND ANGANE.
* **Gender :** Male
* **Date of Birth** : 02/11/1993
* **Languages Known** : English, Hindi, Marathi
* **Martial Status** : Unmarried
* **Nationality** : Indian

Place : Mumbai

Date : (Ketan S. Angane)