

Prateek Shrestha

Lucknow, Uttar Pradesh - Email me on Indeed: [indeed.com/r/Prateek-Shrestha/09ba65b710cde3ab](https://www.indeed.com/r/Prateek-Shrestha/09ba65b710cde3ab)

Looking forward to work with an organization where I can develop my skills and knowledge, I can grow professionally and personally.

WORK EXPERIENCE

Accounts Executive

Lucknow, Uttar Pradesh

6 Months of experience in BPO Sector.

EDUCATION

B.COM

Lucknow University - Lucknow, Uttar Pradesh

CBSE

U.P. board

Industrial Accountant Course

The Institute of Computer Accountants

ADDITIONAL INFORMATION

Technical Skills:

- a) Ms office (word, excel, power point)
- b) Accounts.
- c) Tally ERP9: Accounting vouchers, Service Tax, VAT, Payroll.
- d) Internet surfing software downloading.
- e) Software networking.

Key Skills:

- a) Multitasking.
- b) Communication.
- c) Easy handling the shift.
- d) Having ample amount of confidence.