

Amit Kumar

(Uttarakhand) as Accountant - "Napino Auto & Electronics Ltd." Plot No.3

Raiwala, Uttarakhand - Email me on Indeed: [indeed.com/r/Amit-Kumar/abfc164cdc90e9c5](https://www.indeed.com/r/Amit-Kumar/abfc164cdc90e9c5)

• To Work in a dynamic and challenging environment where I can contribute to the Organization objective while continuously enhancing my skill-set.

TOTAL EXPERIENCE WORK: 7 YEAR'S

Willing to relocate to: Delhi, Delhi - uttarakhand

WORK EXPERIENCE

(Uttarakhand) as Accountant

"Napino Auto & Electronics Ltd." Plot No.3 - Haridwar, Uttarakhand - September 2014 to Present

from 01 Sept.2014 to now till date.

Accountant

Form 'C', 'F' - Uttarakhand - September 2014 to Present

16'.

- Preparation of day to day factory accounts.
- Independently coordination with Internal Auditor for Monthly Internal Audit.

(Uttarakhand) as Accountant

"Genius Foods Pvt. Ltd". Plot No.30 - Haridwar, Uttarakhand - May 2011 to August 2014

from 05.09.2011 to 25.08.2014.

- Worked at "Samarpan Fabricators Pvt. Ltd". Plot No -113, 114, Sector-IIIDC, IIE, SIDCUL, Haridwar (Uttarakhand) as Asst. Accountant from 02.02.2010 to 31.08.2011.

JOB PROFILE

- Maintain proper books of Accounts, i.e. Purchase Bills, Import Bills, Sales Invoices and other Misc. Bills.
- Assist the superiors and colleagues during the Annual Inventory Valuation.
- Disbursement of salary in cash. And maintain petty cash for day to day expenses.
- Timely deposit of TDS, Sales Tax, Vat, TCS, Service Tax, and Sales tax Returns etc.
- Proper follow up of Payments to be recd. and to be released.

EDUCATION

B.Com in One Year Industrial Accountant Course

Jai Prakash University - Haridwar, Uttarakhand

2009

Bihar Board - Bihar Sharif, Bihar

2004

ADDITIONAL INFORMATION

Hard Worker, Self Motivated, Deterministic, Confident

Personal Statement:

I hereby declare the above stated information to be true and correct.

Date: ..

Place: Haridwar

(AMIT KUMAR)