***CURRICULUM VITAE***

**Name :** RAMHANS KAKKAR

**Mobile:** 9599530507

**E-mail id :**ramhanskakkar@gmail.com

**OBJECTIVE**: To build a strong knowledge in the profession and to learn all the aspects of industry with the sole aim of seeing the growth and development with the organization.

**ORGANISATIONAL EXPERIENCE**

* Worked with **Nahata Jain & Associates,** Chartered Accountants**,** New Delhi as an accountant for 2 years 6 months where I learned the nuance of Accounting, Auditing and Taxation matters of Pvt. Ltd. Companies and the Partnership and Sole partnership firms engaged in trading and provisioning of services etc.

**Role & responsibilities handled**-:

**Taxation**

* GST Reconcilation Summary
* Filing of T.D.S Returns.
* Filing of GST Returns.

**Finalization of Accounts**

* Preparation of Accounts.
* Finalization of Profit & Loss Account & Balance Sheet of Pvt. Ltd. Companies, Partnership & Sole Proprietorship Firms .

**Audit**

* Audit in Kafila
* In Small Firms

**Statutory Registrations & other works**

* Company, Trust, LLP Incorporation.
* GST Registration

 Application for IEC Code.

* Online Statutory payments- TDS, GST, etc.

**Preparation of Reconcelation Statement**

Preparation of Bank Reconciliation Statement and GST Reconcilations of **Firms and Companies.**

**Educational Qualifications**

Awaiting result for Graduation B.com 3 rd year from Delhi University (School of Open Learning).

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| S No. | Board | Examination | School/ College |  |
| 1. | CBSE | Secondary | Guru Harkrishan Public School |  |
|  |  |  | Delhi |  |
| 2. | CBSE | Senior Secondary | Guru Harkrishan Public School |  |
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**Personality trait**

Straight forward, a keen learner, hardworking.

**Skills**

Possess good communication skills both verbal and written. Well versed in Tally, MS Excel, MS Office ,Internet and Computax.

**Hobbies and Interest**

Reading books, listening music, watching movies & documentary, adventure.

**Personal Details**

Name :Ramhans Kakkar

Father’s Name : Shri. Rakesh Kakkar

Date of Birth : 17,Dec,1999

Address : IX/169,Kailash Nagar,Delhi-110031

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