

## OBJECTIVES

- I would like to welcome an opportunity to consolidate and expand my knowledge leading to a career growth and positive contribution to my organization. As a fresher I have a zeal to learn the process and work diligently and sincerely.

## SUMMARY

- **Master of Commerce (M.Com)**Accounting.
- **Bachelor of Commerce(B.Com)**Accounting honours.
- **CMA** Intermediate(pursuing).
- Internship Project in chartered accountant firm( CA Govind Agarwal and associates)- (May'2019-June'2021).
- Preparation and filing of income tax return.
- Conducted audits of certain private limited companies.
- Overview of GST.

## EDUCATION

- Master of Commerce (M.Com) Accounting, Lalit Narayan Mithila University, Darbhanga - 2020- 61.7%.
- Bachelor of Commerce(B.Com) HR and Accounting, Sivanathsastri college ( University of Calcutta) - 2017- 50.0%.
- CMA Intermediate( pursuing).
- Class 12<sup>th</sup> - Rose Public School (Darbhanga) -2013 - 79.2%.
- Class 10<sup>th</sup> - Rose Public School ( Darbhanga) - 2011 - 84%.

## KEY SKILLS

- MS Word, MS Excel and MS Power Point.
- Tally ERP 9, Vouching and verification of accounts.
- Good communication skills, Interpersonal skills, Quick learner and Team player.
- Overview of GST.

## EXTRACURRICULAR ACTIVITIES

- Completed 100 hours computer training program in accordance with the requirements of cost accountant.
- Preparation and filing of income tax return.
- Conducted audits of certain private limited companies.

## HOBBIES

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- Sketching and painting.
- Doing yoga.
- Cooking.
- Household management.

## DECLARATION

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I hereby declare that the information presented above is true to the best of my knowledge and belief.