

CURRICULAM VITAE

ROP AFZAL ABDUL

At KOSMDI

Ta: Ankleshwar, Bharuch, Gujarat

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STATEMENT OF PURPOSRE:

To make a carrier in **Accountant** as an Account developer in an organization. Where I can exhibit my skills and justify my potential to establish myself as an Account person and work to achieve the goal for the organization.

CARRIER OBJECTIVES:

- Looking for an entry into a highly professional organization with challenging and competitive environment, where I can use my knowledge base as well as personal attributes to achieve the organizational goals.

ACADEMIC QUALIFICATION:

Exam	College/University	Year of Passing	Percentage
B.Com	V.N.S.G.U.	2022	50.70
H.S.C.	G.S.H.S.E.B.	2014	40.71
S.S.C	G.S.E.B	2012	61.16

WORK EXPERIENCE:-

1. I HAVE 29 JULY 2019 To 24 MARCH 2020 EXPERIENCE AS A SALAS OPRETER AT ATUL BAKERY (KOSAMDI BRANCH).
2. I HAVE EXPERIENCE OF SALAS OPRETER IN LOGINN MOBILE & PERFUME HOUSE FROM 25 MARCH 2020 To 31 JULY 2023.
3. I HAVE EXPERIENCE OF SALES WITH ICICI BANK AS RM NR (SO) FROM 08 AUGUST 2023 TO TILL NOW .

ACTIVITIES:

- General accounting related work
- Passing Purchase, Expenses and Journal vouchers
- Preparing statement requiring by department
- Bank reconciliation and entries
- Debit / Credit note
- Co ordination with store department for stock relevant matters.
- Handling financial relevant matters TDS/ TCS online payment

- Calculate GST tax
- E-way bill
- Documentation

COMPUTER SKILLS:

- Basic Knowledge of Computer
- Microsoft Office
- Basic Knowledge of Internet

PROMINENT ATTRIBUTES:

- Willingness to take-up new challenging responsibilities and capacity to complete those activities successfully and learn from failures.
- Always ponder with team for best approach for executing any assigned task/project.

PERSONAL STRENGTH:

- Clarity of thinking,
- Conceptual skill

HOBBIES:

- Sports
- Reading Book
- Travelling

PERSONAL PROFILE:

Father's Name : ROP ABDUL
Date of Birth : 10thAugust 1997
Marital Status : Unmarried
Gender : Male
Language : Gujarati, Hindi & English
Permanent Add. : Hidayt Nagar , At & post : Kosmdi
Ta: Ankleshwar Dist: Bharuch

DECLARATION:

I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

Date-

(Rop Afzal Abdul)