

CURRICULUM

Name: Dhaval Govindbhai Padhiyar
Vakhariya jin, Near Post office, palej
TA & Dist:- Bharuch, Gujrat,
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CAREER OBJECTIVE

I am seeking an opportunity in a company where I can utilize my skills, knowledge and experience to the company success and its goals.

EDUCATION DETAILS:

Sr. No	Class/Degree	Borde/University	Year	Percentage/C.G.P.A
1.	Bachelor of Commerce	The Maharaja Sayaji Rao University of Baroda	2023	CGPA : 8.25 Percentage : 82.5 %
2.	HSC	GSEB	2020	87 %
3.	SSC	GSEB	2018	83 %

KEY EXPERTISE/SKILLS:

- Time Management
- Decision Making

TECHNICAL SKILL:

- Tally Entry
- Billing and Invoicing

PROFESSIONAL CERTIFICATE:

- Computer basic & CCC Course (2023)
- Tally Prime (2023)

SOFTWARE SKILLS IN :

- MS excel, Word and, Power point presentation
- Browsing
- Tally Prime

EXPERIENCE:

- I am working in Account Department As a post of Tally Accountant GET in EKAGRA INDUSTRIES, Bharuch since 05/01/2024 to till date.
- Followed instructions precisely as given by managers or supervisors while performing tasks.
- Developed knowledge of company's financial performance
- Identified potential problems within the account and communicated them promptly to managers
- I am able to Operate Tally
- Accounting experience

PERSONAL DETAILS:

Name	: Dhaval Govindbhai Padhiyar
Father's Name	: Govind Dhulabhai Padhiyar
Date of birth	: 12-October-2002
Gender	: Male
Nationality	: Indian
Religion	: Hindu
Marital status	: Unmarried
Languages Known	: Gujarati, Hindi and English
Personal interests/Hobbies	: Playing Cricket, Exploring new places and traveling.

DECLARATION:

Sir / Madam,

I hereby declare that all the information furnished in my curriculum is true to the best of my belief and I promise that if given a chance, I would prove myself to be an asset to your organization.

Date:

Place:

(Dhaval G Padhiyar)