



CARRICULAME VIATE

DINESH KUMAR

- ❖ Add –Village Galpura post Shahabad District Rampur U.P Pin-244922
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CAREER OBJECTIVE

To utilize my personal academy and creative skills to pursue challenging and rewarding career.to contribute the best of my ability to wards the growth and development of progressive organization. to create salubrious atmosphere to achieve set goal of my life.

EDUCATION QUALIFIACATION

- ❖ High school passed From U.P Board in 2010
- ❖ intermediate passed From U.P Board in2012
- ❖ **B.com** passed from MJPRU Bareilly in 2015
- ❖ **M.com** passed from MJPRU Bareilly UP in 2019

PROFESSIO NAL QUALIFACATION

- ❖ 1 Year **DIPLOMA IN COMPUTER SOFTWARE WITH ACCOUNTING** From Indira gandhi Industrial & Voactional Traning Instittie Delhi
- ❖ **POST GRADUATE DIPLOMA IN COMPUTER HARDWARE & NETWORKIN G** From **GOVTPOLYTECHNIC UNNAO UP**

WORK ING EXPERIENCE

- ❖ 6 month working with **NIRANKARI ELECTROCHEM PVT LTD** .In FARIDABAD as a **ASSISTANT ACCOUNT** under senior accountant work sale and purchase working on Softcom software and tally ERP.

- ❖ 1 year working Aarushi International PVT LTD. Moradabad in accounts Department working inventory management and billing and stock management
- ❖ 2 year working with m/s designco pvt. ltd in **Account** Department working at open erp online software **taxation Gst managing and sale and purchase inventory manage invoice and tally Accouting Billing** work in Moradabad UP.
- 3 Month working with Akross synthetics Pvt. Ltd. Surajpur Greater Noida

Job Responsibility

Billing work at ERP online work Journal entry Bank entry and sale entry work purchase entry work Payroll maintain and GST Invoicing payment entry Bank reconciliation and Transaction , payment entry ,TCS work knowledge in Microsoft office excel for data entry working with VLOOKUP, H lookup and pivot table and knowledge in if, formula and round figure etc

SKILLS

- ❖ Positive attitude, willingness to take responsibility and good communication skills.

PERSONAL PROFILE

- **FATHER'S NAME** : MR. NANHE LA L
- **D.O.B** : 25-08-1995
- **NATIONALITY** : INDIAN
- **GENDER** : MALE
- **MARITAL STATUS** : UNMARRIED
- **RELIGION** : HINDU
- **LANGUAGE KNOWN** : HINDI & ENGLISH

DECLARATION

I hereby declare by that the above mention in true to the best my knowledge.

Place:.....Date..... Sign **Dinesh Kumar**

