

Gopal Goyal



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PROFILE

Highly motivated, qualified and experienced with Fifteen years proven ability. Effective communicator and resourceful person with proven ability to enhance company's performance promising to shape a better world for the company and empower them with outcomes.

EDUCATION

2015	PGDDCA (60.33%) from Mahrishi Mahesh Yogi Vedik Vishwavidyalaya, Indore.
2006	M. Com. (66.80%) from PMB Gujrati Commerce College, Indore. (D.A.V.V, Indore)
2004	B. Com. (47 %) from Khalsa Degree College Indore. (D. A. V. V. Indore)
1996	12th (45 %) from Kala Vidya Mandir H.S. School Indore. (M.P. Board).
1994	10th (41 %) from Kala Vidya Mandir H.S. School Indore. (M.P. Board).

WORK EXPERIENCE

- **As an Accountant with Jitendra Udhog & Siddharth Agro Industries, Navlakha Indore (GST, TDS, Billing, AR, AP, BRS, & Many More.) (From August-2020 to till date)**
- **As a Account Executive (Cash Manage, Party Payment Follow-up, Accounts, Banking Transactions, Invoicing, voucher entries, "c" form working, VAT CST EXCISE working & online payment etc.) with Chandan Garments, Indore Brand Leguards Jeans (Oct. 2015 to March 2018)**
- **As a Asst. Professor (M. Com, B. Com., Account, Taxation) with Shri Umiya Girls College, Rangwasa-Rau. (From Oct 2014 to Oct. 2015).**
- **As a Lecturer (MBA, BBA, BCA for Account, Taxation & Hindi) with Central India Institute of Technology, Indore. (Aug. 2010 to June 2014)**
- **As a Account Asst. (SAP Accounting Software) with Shalimar Paints Limited, Indore (Sept. 2007 to July 2010)**
- **As a Account Asst. with Market Intelligence Group, Indore (March 2005 to Aug. 2007)**
- **As a Account Asst. (Flash Accounting Software)with K P Steel & Alloys (Jan 2004 to Feb 2005)**



KEY SKILLS

Computer Knowledge : MS Office, Tally, Online work, work easily on related software



CERTIFICATION

☐ SAP FICO From Wincom Technologies, Indore



JOB RESPONSIBILITIES

- ☐ Data Entry
- ☐ Debtor & Creditors ledger's & Bank Reconciliation
- ☐ Prepare purchase order & sales invoices
- ☐ Party payment follow-up (Telephonic)
- ☐ GST, TDS, EWAY BILL, E-INVOCING Working
- ☐ "C" Form Working
- ☐ ONLINE RELATED WORK



OTHER SKILLS

- ☐ Ability to communicate effectively & coordinate work with other staff members for day to day activities.
- ☐ Responsible, enthusiastic and patient.
- ☐ Aptitude to analyze data for better understanding and to find out Discrepancies in calculating or posting the data in accounts books.



PERSONAL DETAILS

Father's Name	:	Late Shri Suresh Chandra Goyal
Mother's Name	:	Smt. Rukmani Devi Goyal
Date of Birth	:	19-January-1979
Gender	:	Male
Marital Status	:	Married
Present Address	:	90, Ganga Nagar, Indore
Permanent Address	:	90, Ganga Nagar, Indore
Languages known	:	English, Hindi



DECLARATION

I certify that the forgoing information is correct and complete to the best of my knowledge and nothing has been concealed.

Place: Indore

Date: / / 2024

GOPAL GOYAL