

Resume

GAJANAN PRALHAD DHANGAR

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- 7 years of experience in Financial Accounting, Planning & Reporting in Manufacturing and IT industry
- Hands-on experience in reviewing balance sheet and profit & loss accounts at unit level and ensuring integrity of all the reported financial statements
- Skilled in handling audit assignments; pivotal in collating and validating inputs required for audits and sharing the same with the audit team; coordinating for queries raised by auditors and successfully completing audits within agreed timeframes

WORKING EXPERIENCE

Working in Anupriya Ultratech.

W 98(A) Ambad MIDC, Ambad, Nashik -422010

Duration: From Jan 2022 to Till Date

Account Executive

Working Exposure (Tally)

- Day to day accounting entries in tally accounting software.
 - Vendor's Payments and Reconciliation.
 - Preparation of Debtors & Creditor outstanding report.
 - Preparation of Periodical Bank Reconciliation.
 - Preparation of Various workings related to statutory compliances T.D.S. deduct & online tax payment.
 - Preparation of all documentation and workings for the purpose of internal audit.
 - GST Return Working & Filing (3B, R1 & also R2 Reconciliation).
 - Monthly Stock Report.
 - Bill booking (purchase, Expenses & transport, Sales)
 - Advance Tax Working.
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Worked in Krypton Powder Paints Pvt Ltd.

D 94 Satpur MIDC, Satpur, Nashik -422007

Duration: From May 2019 to Jan 2022

Account Executive

Working Exposure (Busy)

- Day to day accounting entries in tally accounting software.
- Vendor's Payments and Reconciliation.
- Preparation of Debtors & Creditor outstanding report.
- Preparation of Periodical Bank Reconciliation.
- Preparation of T.D.S. deduct & online tax payment.
- Preparation of all documentation & internal audit work
- GST Return Working & Filing (3B, R1 & also R2 Reconciliation).
- Monthly Stock Report
- Bill booking (purchase, Expenses & transport, Sales)
- Advance Tax Working
- PDC list create & Prepaid cheque

Worked in Datamatics Global Services

Datamatics Suyojit Knowledge Center, Mumbai Naka, Nashik National Highway 3, Service Road, Govind Nagar, Nashik, Maharashtra 422101

Duration: From Oct 2016 to May 2019

Executive

Working Exposure (SAP)

- Account Payable Dept.
 - Work order processing
 - Contract booking
 - Purchase order
 - Installation
 - Mail
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COMPUTER KNOWLEDGE

- MS-Office, Tally

Applications: M. S. Office (Word, Excel, Power Point, Access), Page Maker, Knowledge of Internet & E-mail.

ACADEMIC QUALIFICATION

- Passed MBA. From G.H.Raisoni Collage Jalgaon in March-2016 NMU Jalgaon. (67.80%)
 - Passed BBM. From Dept of Mgt Studies Jalgaon in March-2013 NMU Jalgaon. (52.30%)
 - Passed H.S.C. (Com.) from Dhariwal. College Jamner, Feb-2010 Board Nashik.(64.2%)
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PERSONAL DETAILS

Date of Birth : 23th May' 1992
Address : Plot No. 48+55, Shreeram Appt. Satpur,
Ashok Nagar, Nashik - 422101
Nationality : Indian
Gender : Male
Language Known : Marathi, English, Hindi,
Marital Status : Married
Hobbies : Cricket

The information furnished above by me is true to the best of my knowledge and belief.

Place: Nasik

Date:

Gajanan Dhangar