

## **RESUME**

Nachiket Chandrakant Torlekar  
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### Summary:

Skilled accounting consultant working towards increasing work process efficiency and profitability through functional and technical analysis. Successfully advising small business and individual client.

### Highlights:

- |               |             |
|---------------|-------------|
| 1. Accounting | 2. Auditing |
| 3. Taxation   | 4. Finance  |
| 5. Management |             |

### Experience:

- Worked as auditor cum accountant in KGB & J Associates, Chartered Accountant Firm Kolhapur from June 2013 to May 2019.
- Worked as a double entry system software consultant in Kolhapur Municipal Corporation from June 2014 to May 2019.
- Worked as auditor cum accountant under guidance of CA Vikas Paranjpe & CA Rohit Paranjpe for 2 years.
- Worked as Senior Accountant at Wipro technologies Ltd., Hinjewadi, Pune from May 2019 to August 2019.
- Working as Tax consultant for filing individual and small business income tax returns.

### Projects:

#### **Professional**

- Consulting Kolhapur Municipal Corporation  
Completed balance sheet of double entry system for financial year 2011-12, 2012-13. (Two years balance sheet) also consulted in all the books of account reports prepared as per the national accounting manual base structure. Curated Day book, Department wise receipt report and Party Advance Report etc.
- Auditing  
Worked as Co-operative, individual firm, company firm's co- auditor under in KGB & J Associates, Chartered Accountant Firm, Kolhapur.

#### **Academic**

“E-governance benefits for account”

This project is based on the study of E-Governance benefits for accounts in “Kolhapur Municipal Corporation”. This study is based upon analysis and interpretation of financial statements of the company. Primary and secondary method is used for collecting data.

Education:

DEGREE	UNIVERSITY/ BOARD/ INSTITUTION	YEAR OF PASSING	Grade
MBA(Finance and IT)	Shivaji University, Kolhapur	OCTOBER 2018	<b>First Class</b>
B. Com(Advanced Accounting )	Shivaji University, Kolhapur	MARCH 2014	Second Class
HSC	Maha. HSC Board-Kolhapur Division	MARCH 2010	First Class
SSC	Maha. HSC Board-Kolhapur Division	MARCH 2008	First Class
MS-Office & Tally ERP 9	Sai Computers	SEP 2008	First Class

- **Operating Systems:** Windows-win10/7/Vista/XP/
- **Package :** MS – Office 2007/2000/XP, Tally 7.2 ,Tax base, Win-man, Tally ERP.

Personal Information:

Date of birth : 29th July 1993.  
Languages (known) : Marathi, Hindi, English.  
Nationality : Indian  
Hobbies : Operating Computer, Listening to music, Fitness.  
Gender : Male  
Marital Status : Single

Extra Curricular Activities.

- Successfully completed MS-Office
- Successfully completed Tally

About Myself:

I am also confident of my ability to work in a team. My strengths are working compassionately, adaptable nature and analytical skill. Given an opportunity, I will prove myself with best of my abilities.

**Date:**

**Signature**

**Place: Kolhapur**

**( Nachiket C. Torlekar )**

