# AJAY ARYA

P. No. - 22 Guru Colony Goner Road,

302031, Jaipur (Raj.)

9314588082, 8005755820

Ajay.kumar.arya1994@gmail.com

**CAREERSUMMARY:-**

* Proficient in computation corporate, individual and taxes, corporate organizations, surplus distribution and cross boundary analysis etc.

**ACADEMICS**

# Course/Degree University/Board

# M.Com Rajasthan University

* B.Com Rajasthan University
* Senior Secondary RBSE
* Secondary RBSE

**PROFESSIONAL QUALIFICATION**

* Basic Knowledge of Computer
* Microsoft ( Word, Excel)
* Compu office (Tax, TDS, GST Software)

**WORKEXPERIENCE**

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| --- | --- | --- |
| **Name of Organization** | **Time period** | **Job Designation** |
| Professional Softec Pvt. Ltd. (Compu Office) | From July 2015 to Currently Working | Support Executive |

**WORKEXPERIENCE:-**

* ITR Filing Process
* GST Filing Process
* TDS Filing Process

# PERSONALPROFILE:-

Date of Birth : 09/11/1994

Father’s Name : Late. Net Ram Arya

Marital Status : Married

Languages Known : English & Hindi

Hobbies : Study & listening Music

Strength : Sincere, Positive attitude, Hardworking, Balance sheets, Focused on achievements of targets, Flexible and Adaptable

# DECLARATION:-

I hereby declare that all the particulars mentioned above are true and correct to the best of my knowledge and belief.

Place: Jaipur

Date: 25-10-2020

# Ajay Arya