**CURRUCULAM VITAE**

**PRAHAST KUMAR PANDEY**

**Correspondence Address:-**Hill Colony Near RPSF Training School Dhanbad

Dist. - Dhanbad

Email- prahast.pandey2378@gmail.com

Mobile – 8271020004,8207321669

**Career Objective:**-

Looking for an admirable position in Finance & Accounts field, where my qualification and skills can be leveraged to impact the organization’s expansion as well ample of opportunities to develop my skills with heave soaring in my existence.

**Profile Summary:-**

* More than 4 years experience in Accounts- General Accounting, Internal Audit, Accounts as well as P.Puneet & Com.
* Experience of Bank Reconciliations, Vendor Payment, Banking Process, Cash etc.
* Proven ability to assume challenging roles, work under pressure to meet deadline and produce exact results and cost control also.

**Work Experience**:-

**Company Name –P.Puneet & Co.(C.A Firm)**

**Duration-01 Aug”2012 to 03.Dec”2016**.

**Project Name- Bihar State Food Civil Supply Corporation Lakhisarai / Sheikhpura**

**Designation- Asst. Accountant.**

* I have carried General Accounting BRS, TDS and Service Tax on Tally 9.
* Book keeping, Daily Income & Expenditure.

**Company Name- THE INSTITUE OF COMPUTER ACCOUTANT**

**Designation- LABE INCHARGE**

**Company Name- Singhaniya Agrwal & Co.(C.A Firm)**

**Duration- 05 Dec 2016 to 10 July 2018**

**Designation- Accountant**

* **Company Profile:** I am working as a consultant accountant for Bihar Aapda Punarvas Evem Punarnirman Socity
* I have carried General Accounting BRS, TDS and GST on Tally 9.
* Making Receipts & Payments A/c, Income & Expenditure A/c.
* Balance Sheet Etc.

**Company Name- C.R.SAGEDEO & Co.**

**Duration- 12 July to Conti..**

**Designation-**  **Audit Manager**

**Company Profile :-**I am Working as a consultant concurrent audit manager for SMS Ltd. On SAP Sheikhpura(Bihar) DDUGJY Project 33 /11 KV Electrical.

**Professional Qualification**:-

* B.Com. (Accounts Honours) from G.N College, Dhanbad in 2012
* I have done CIA+ course from ICA (The Institute of Computer Accountant) city Centre Branch, Dhanbad in 2012.

**Professional Skills:**-

* MS Office, Internet
* Tally
* General Accounting, Day to Day Cash, Bank and Journal Vouching
* Service Tax, TDS, Income Tax, Vat
* BRS

**Personal Details**:-

Father’s Name : - Sri Ashok Pandey

Date of Birth : - 15.07.1991

Marital status : - Married

Sex : - Male

Language Known : - Hindi & English.

Strength : - Self Disciplined & Sincere, Positive attitude towards life, quickly adapt to new

Environment

Permanent Address : - Vill+P.O.- Garsanda,

Dist- Jamui, Bihar (811305)

**Declaration**:-

I hereby declare that the above written particulars are true to the best of my knowledge & belief.

Date :-

Place : - (Signature)