**LUCKY**

**Contact:** +91-98559-48890

**E- Mail:**LK36599@GMAIL.COM

Address :-H no.1837 st no.8 Gagan nagar 33 feet Road Giaspura Ludhiana.

**GENERAL ACCOUNTING**

**Finance & Accounts | Financial Reporting & Analysis| Taxation**

Versatile, high-energy professional, successful in achieving business growth objectives within turnaround & rapid changing environment

**Location Preference: Ludhiana (Punjab)**

|  |  |
| --- | --- |
| **CORE COMPETENCIES**  **Accounting Operations**  **Account Reconciliations**  **Cash Management**  **Inventory Management**  **GST Compliance**  **Statutory Compliance**  **Taxation software/ERP**  **Liaison & Coordination**  **Team Building & Leadership**  **Financial Reporting** | **PROFILE SUMMARY**   * **B.com and MBA with 7 years** of career in Finance, Accounts and Taxation * Currently Working with **RK Group Companies At Dana mandi gill road.ludhiana as Senior Accountant** * **Adept at handling day to day accounting and GST function** in co-ordination with internal/ external departments for smooth financial operations * **Extensive experience in managing entire gamut of accounting operation** including, updating, maintaining , preparing balance sheet, trial balance, P/L accounts, cash flow, Fund flow, accounts payable / receivables, general ledger transactions & reconciliations * **Adept at handling taxation matters** covering e-TDS, Filing of GST returns And Income tax. * **Assist in GST implementation across the Group** in a most tax efficient and fully compliance manner * Possess excellent communication, analytical, decision-making, problem-solving and leadership skills with proven capability in planning & managing resources * Worked with  **ERP And Tally software.** * E-way bill making . |



**ORGANISATIONAL EXPERIENCE**

**R.K.GROUP OF COMPANIES**

**Since OCT-17 to TILL DATE**

**SENIOR ACCOUNTANT**

**Reporting to CA AND M.D SIR**

**AREAS OF WORKING:- (ACCOUNTING SOFTWARE-EVERSHINE/TALLY)**

* **Filling GST Returns (3B & R1) on monthly basis.**
* **Reconciliation of GST input with books.**
* **Working on annual GST Returns.**
* **Making stock statements on monthly basis.**
* **Income tax replies making, Submitting and filling appeals.**
* **Also having knowledge of handling ED CASES.**
* **Making balance sheets and consolidations.**
* **Approving Journal/Contra/Purchase/Sale vouchers etc.**
* **Tax payments like GST/TDS/INCOME TAX/ESI/PF Other Penalties etc.**
* **Party Reconciliations, LC /TT documents making.**
* **Making budget on daily basis for taking approval of payments.**



**PREVIOUS EXPERIENCE**

**Bajaj sons Limited**

**Since March 2017 to October 2017**

**Assistant accountant**

**Reporting to Manager Accounts and FCA**

**Company Profile:-**

Bajaj sons Limited are manufacturing plant of auto parts. Turnover is Around 250 Crore.

**AREAS OF Working:**

**Accounting Operations:**

**Accounting Software ERP Oracle.**

* Working in General accounting, Accounts payable/receivable and Final Accounts and Reporting.
* Manage bank Reconciliations Statement and Party Reconciliations.
* Making payment and due statement of Party.
* Entry in System and making reports basis on half yearly.
* Passing all entry of purchase and sales by MRN system.

**PAST EXPERIENCE**

**Meta industries limited**

**May 2012 to Feb 2017**

**Assistant Accountant**

**Reporting to Account Manager**

**Company Profile:-**

Meta Industries Limited is a manufacturing plant of steel Utensils And Exporter of all Utensils.

**AREAS OF Working:**

**Accounting Operations:**

**Accounting software Tally erp 9.0**

* Handling Daily Entry of Purchase, sale and other general accounting IN Tally software.
* Maintain records for sales tax and TDS bill wise.
* Coordinate with other branch for all expenses and payment.
* Bank recompilations.
* Also working with export manager for export works**.**



**ACADEMIC QUALIFICATIONS**

* MBA from LPU Distance Education in 2017.
* B.Com. from LPU Distance Education in 2015.



**PERSONAL DETAILS**

**Date of Birth:** 15th Oct 1993

**Languages Known:** Punjabi, Hindi and English

**Address:** H.No.1837, St. no.8, Gagan Nagar, 33 Feet Road

Gaispura Ludhiana-141003

**Nationality** Indian

**Notice Period** 30 Days

**Date:**

**Place: Ludhiana**

**(LUCKY)**

