

Curriculum Vitae

KAPIL VIJAY GAIKWAD

PERMANENT ADDRESS:- PLOT NO J- 33, ASHOKWAN COLONY,
NEAR MODERN HIGH SCHOOL, OLD CIDCO, NASHIK 422009

CURRENT ADDRESS -: PLOT NO J- 33, ASHOKWAN COLONY,
NEAR MODERN HIGH SCHOOL, OLD CIDCO, NASHIK 422009

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Professional Summary

Successful accounts executive with over 10 years of experience working in sales and management. Enthusiastic and outgoing sales professional who enjoys working with people and providing insightful and honest product information to interested consumers. Organized, dependable, and energetic leader who has the proven ability to effectively motivate fellow colleagues. Confident communicator and able presenter in everything from sales pitches to departmental presentations. Reliable, trustworthy, and ethical professional who takes pride in building business, brand awareness, and product loyalty through integrity and honesty.

Skills

Confident presenter and effective communicator to guarantee seamless delivery of sales pitches and presentations.

Outgoing, motivated, and enthusiastic individual when providing information, answering customer questions, and demonstrating product use to customers.

Resourceful and creative to identify potential leads and establish new business opportunities.

Trustworthy and honest when working with customers to build brand awareness and establish product loyalty.

Timely, organized, and able to multitask to ensure all customers' needs are met in a satisfactory way without compromising organizational efficiency.

Resilient and flexible to ensure successful outcomes even when situations don't go according to plan.

Work Experience

Account Executive

MANGL UDYOG(Group Of Companies Corporate Office at Nashik)
2008 – Present

Oversee a portfolio of nearly 100 client accounts and act as the primary liaison between the consumer and the corporation.

Filling GST Returns

Sales transactions, Payment follow-up,

Manage and oversee the daily operations of the accounting department including:

Month and end-year process

Accounts payable/receivable

Cash receipts

General ledger

Payroll and utilities

Treasury, budgeting

Cash forecasting

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Revenue and expenditure variance analysis
Capital assets reconciliations
Trust account statement reconciliations,
Check runs
Fixed asset activity
Debt activity
Interfere activity
Monitor and analyze accounting data and produce financial reports or statements
Establish and enforce proper accounting methods, policies and principles
Coordinate and complete annual audits
Provide recommendations
Improve systems and procedures and initiate corrective actions
Assign projects and direct staff to ensure compliance and accuracy
Meet financial accounting objectives
Establish and maintain fiscal files and records to document transactions

Also performed the Vendors handling in regards of purchase of raw Materials like granules, inks and engineering items and techno- commercial discussions, Coordination with all five manufacturing (Sister Concerns) units and factories and looking for all production activities and maintenance activity. Purchase of spares, master batches and raw material, worker welfare policies and code of conduct policies in favor of company with the help of Labor adviser. . Customer and Vendor Development. And all related works.

Personal Information

Status: Married
Date of Birth: 14th November 1980
Hobbies include hiking, off-road biking,