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| **SUMMARY** |
|   | DEEPAK CHANDEKAR  *(DOB. 17/08/1992) Qual. B. Com*+91 97 27 51 04 81 *chandekardeepak@gmail.com*[*linkedin.com/in/deepakkumar-chandekar-*](https://www.linkedin.com/in/imran-mansuri-78687a68)*327ba775*  | As an accountant, I am experienced in the financial functions related to the collection, accuracy, recording, analysis and presentation of a business, organization or company's financial operations. I can also deal with third parties, such as vendors, customers and financial institutions. |
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| **PROFESSIONAL EXPERIENCE** |
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| Dec-17 to Present | **Accountant | Aegis Lifesciences Pvt. Ltd.| Ahmedabad, India** |
|  | **Job Responsibilities*** Ensuring the accuracy of financial documents, as well as their compliance with relevant laws and regulations
* Preparing and maintaining important financial reports and Finalization of accounting and filing GST return and TDS return
* Preparing tax returns and ensuring that taxes are paid properly and on time
* Evaluating financial operations to recommend best-practices, identify issues and strategize solutions, and help organizations run efficiently
* Offering guidance on cost reduction, revenue enhancement, and profit maximization
* Conducting forecasting and risk analysis assessments
* Helping in the financial audits
* Maintaining bank reconciliation statement
* Preparing Exim document and supporting to the bank for GR release works
* Export incentive schemes
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| April-14 to Nov-17 | **Assistant Accountant | Rajan Industries| Ahmedabad** |
|  | **Job Responsibilities*** Filling GST and TDS return and finalization of accounting
* Helping in the financial audits
* Drafting the bank guarantee
* Documentations for the bank CC enhancement
* To prepare and submit stock statement to Bank
* Maintaining bank reconciliation statement and export documents
* Maintaining accounting vouchers in tally
* Handling a petty cash
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| June- 12 to Apr-14 | **Account Executive | Jayveer Accounting | Ahmedabad** |
|  | **Job Responsibilities*** Maintaining accounting vouchers in tally
* Drafting the bank guarantee
* To prepare and submit stock statement to Bank
* Documentations for the bank CC enhancement
* Filling VAT and TDS return and finalization of accounting
* Helping in the financial audits
* Maintaining bank reconciliation statement
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| **PROFESSIONAL SKILLS** |
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|  | * Tally
 | * MS Office
 | * Taxation
 | * GST
 | * TDS
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| **EDUCATIONAL QUALIFICATIONS** |
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| April-2012 | Bachelor of Commerce (Advanced Accounting/Aud.); Perc. – 53.11*Gujarat University, Ahmedabad* |
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| March-2009 | H.S.C. (Commerce); Perc. - 71.86*G.H.S.E.B., Gandhinagar* |
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| **DECLARATION** |
| I hereby declare that the above information is true and correct.  |

 DEEPAK CHANDEKAR