

Curriculum Vitae

Ibad Nazir Gire

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CAREER OBJECTIVE:

To obtain top challenging and position in professional organization where I can contribute my technical skill and strength along with my vision, mission & value that can join with Organization goal to pursue and excel in a growth oriented organization in order to utilize my skills for the growth and prosperity of the organization which will simultaneously facilitate my career and professional growth.

EDUCATIONAL QUALIFICATION:

- ❖ Post Graduated in Master of Commerce from Mumbai University with first class in year 2020.
- ❖ Graduated in Bachelor of Commerce from Mumbai University with Second Class in year 2018.

COMPUTER PROEFFICIENCY:

- ❖ Completed Maharashtra State Certification for Information Technology from Creative Institute of Information Technology with Distinction.
- ❖ Completed Tally from YMCA Institute in Mumbai.
- ❖ Completed Accounts Payable & Accounts Receivable Certification course from IL&FS Institute of Skills & Development with Distinction.

WORK EXPERIENCE:

COMPANY :- Limra Fule Corporation.

DURATION :- 2 Years.

DESIGNATION :- Jr Accountant.

ROLE :-

- ❖ Making Sales and Service Invoice.
- ❖ Passing Sales and Purchase Entry.

- ❖ Passing Cash and Bank Entry.
- ❖ Preparing Bank Reconciliation.
- ❖ Debit and Credit Entry.
- ❖ Journal Entry.
- ❖ Preparing Quarterly VAT Returns.
- ❖ Reconciliation Party Ledger.
- ❖ Passing Entry IN Tally.
- ❖ Documents checking of Service Tax.

PERSONAL TRAITS:

- ❖ Constantly Lerner.
- ❖ Ability to work in a team.
- ❖ Ability to learn things fast.
- ❖ Takes responsibility creative.
- ❖ Self-confident with positive mind set.

LANGUAGES KNOWN:

- ❖ English, Hindi, Urdu, Marathi with exceptional reading and writing skills.

PERSONAL INFORMATION:

NAME : **IBAD NAZIR GIRE**
DATE OF BIRTH : 15TH November 1996
GENDER : Male
MARITAL STATUS : Single
NATIONALITY : Indian
PERMANENT ADDRESS : At Post, Borli Panchatan, Tal. Shriwardhan, Dist. Raigad, Maharashtra.
PASSPORT NO : S2258071
DATE OF ISSUE : 11/04/2018
DATE OF EXPIRY : 10/04/2028
PLACE OF ISSUE : Mumbai

DECLARATION

I hereby declare that all the above information are true as per my knowledge.

IBAD NAZIR GIRE