

CURRICULUM VITAE

ANAND LAL SRIVASTAV

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OBJECTIVE:

Emphasis is to excel in the task of **managing** and hold good **public relations** with clients and to furnish my knowledge and experience for the company where I would be able to develop myself.

EXPERIENCE:-

ACCOUNTS

Smart Wheels Pvt Ltd - (25- Dec- 2015 – Till Date)

Responsibilities:-

- Tally Accounting,
- Monitoring all Branches Accounts
- Cash Handling, Ageing of Debtors
- Voucher Feeding
- Discount Statement
- Salary Disbursement
- Stock verification
- Trading A/c
- Bank Reconciliation
- GST Accounting (Data Entry, 2A Reconciliation)

ACCOUNTS

N.P.K COMMERCIAL Pvt. Ltd. (1-June - 2015 To 1- Dec – 2015)

Responsibilities:-

- Booking Keeping.
- Account Maintaining.
- Cash disbursement.
- Salary Disbursement.

QUALIFICATION:

- High School from U.P. Board with science stream in 2008 with 68.1%
- Intermediate from U.P. Board with science stream in 2010 with 68.2%
- B. Com 3rd year from RML Awadh University in 2015 with 52.1%
- MBA (Finance) from SHIATS (Sam Higginbottom Institute of Agriculture, Technology and Sciences) in 2018.

TECHNICAL QUALIFICATION:

- Completed CIA+ (Certified Industrial Accountants) Course from ICA INFOTECH PVT
- DCA (Diploma in computer application) completed from S.I computer institute
- Complete CCC course from NIELIT.
- MBA (Finance) from SHIATS (Sam Higginbottom Institute of Agriculture, Technology and Sciences)

HOBBIES: - Listening Music & Gaming

PERSONAL INFORMATION:

Father's Name	:	Mr. Dinesh Lal Srivastav
Date of Birth	:	11-11-1994
Gender	:	Male
Marital	:	Single
Nationality	:	Indian
Religious	:	Hindu
Languages	:	English & Hindi
Permanent address	:	Village : Kalyanpur Pos, Kalyanpur, Mau (U.P.)
Present address	:	Shri Rampuram Colony, Mohaddipur, Gorakhpur

DECLARATION

I hereby declare that all the information provided here are true to the best of my knowledge.

Date:

Place: Gorakhpur

Candidate Signature

Anand Srivastava