

Nidhi Ajmera (Jain)
Contact No. 09680925173
Email Address: Nidhiagar5@gmail.com

PROFESSIONAL OBJECTIVE

Looking forward to be part of an organization where my experience, knowledge and sincere hard work would prove to be a value addition, thereby availing me job satisfaction.

PROFESSIONAL EXPERIENCE

1.M/s Rajesh Gupta & Co.

Chartered Accountants,

Jaipur

Articleship: From Feb 2009 to Aug 2012

Job Description: Exposure and valuable experience in Statutory, Internal & Tax Audits, Internal Checks & Controls

2. Regional College for Education Research & Technology

(Working since Nov. 2012 to Aug 2013)

Job Description: Accounts Officer handling Salary, Bills, Vouchers, and other related Accounting works

3. G.S Dhamani & Company

(Working since sep 2013 to Sep 2015)

Job Description: Handling Accounts, Statutory, Internal & Tax Audits, Internal Checks & Controls.

4.Marc Infosystems

(Working since Nov. 2015 to May 2016)

Job Description: Handling and maintaining Accounts including VAT, Service Tax, TDS, Inventory management at the godown.

5. Sodhani Biotech Private Limited

(Working From Sep 2017 to Date)

Job Description: Responsible for all the accounting work, Statutory, Internal & Tax Audits, Internal Checks & Controls , Exports, Imports, Logistics, GST Returns, DGFT Regulations & other related matters, Operations, Banking & RBI Regulations liaising in various Govt. Departments .

2352, Dai ki gali, Ghee walo ka Rasta,
Johari Bazar, Jaipur- 302001

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KEY LEARNING

1. The assignments enabled me to use current technology & tools to enhance the effectiveness of deliverables & service and to inter-relate various functional areas of business.
2. The assignments gave an opportunity to apply theoretical concepts to practical situations. It has helped me to study and analyze updates in generally accepted accounting principles, taxation and company law matters.

EDUCATION

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|---|----------|
| CA Inter (Professional Competence Course) Institute of Chartered Accountants of India | May 2011 |
| M. Com (ABST) University of Rajasthan | 2016 |
| Bachelor of Commerce (Pass Course) University of Rajasthan | 2011 |
| Senior Secondary Shri Agresen Public School, Jaipur | 2008 |
| Secondary Tilak Public School, Jaipur | 2006 |

COMPUTER PROFICIENCY

Working knowledge of MS Office, Internet applications, Accounting and Tax packages like TALLY, Computax, GABA, & other accounting software.

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STRENGTHS

- § Strong learning, organizing, communication and interpersonal skills
- § Ability to manage time, stress and people effectively
- § Innovative, positive and enthusiastic attitude
- § Team player and strong believer in excellence

OTHERS

| | | |
|-----------------|---|---|
| Languages Known | : | English & Hindi |
| Date of Birth | : | June 12, 1990 |
| Marital Status | : | Married |
| Present Address | : | 59, Jadon Nagar, Maharani Farm, Jaipur |