

CURRICULUM VITAE

SURYA KANT SHARMA

Near TwoTemples, Ward No.20
Degawas Colony Taranagar
District-Churu
Rajasthan Pin-331304
Mob:-82099-63719
Email-ID:-Suryakantsharma20@gmail.com

CARRER OBJECTIVE

An optimistic, sincere and smart working individual aspiring to be an excellent Finance Professional, who can consistently learn, contribute and upgrade the professional domain.

OTHER QUALIFICATIONS

- District Talent Search Competition (41th Rank With 80%).
- CFA (Certified Financial Accounting),Tally ERP-9.6 Prime

ACADEMIC QUALIFICATIONS

- 10th from Rajasthan Board, Ajmer (87.50%)
- 12th from Rajasthan Board, Ajmer (84.46%)
- B.C.A. from Rajasthan University, Jaipur (74.56%)

❖ **Post:-** Accounts Incharge

WORK EXPERIENCE

- Cash Handling,Billing,Banking,Office Administration
- MS Office
- Tally ERP-9.6 Prime
- E-Invoice & E-Way Billing Generation
- Ms-Excel, V- Look Up, Pivot Table, MS-Word & Ms- PPT
- Mail Handling
- MIS Monthly Reporting
- Payment Follow up with sticky o/s parties
- Monthly Physical Stock Verification

PREVIOUS COMPANY EXPERIENCE

- 1 Years Exp. In Kandoi Fabrics Pvt Ltd,Mumbai,Maharashtra
- 2 Years in Formosa Synthetics Pvt. Ltd. (Shyam Group), Ahmedabad, Gujarat
- 9 Years In Anu Products Ltd,Pune,Maharashtra (04.06.2015 To 08.12.2024)
- 3 Months In Abhishek Automobiles Ltd (Tata Motors)

COMPUTER PROFICIENCY

- Computer Efficiency
- Hands on with Windows, MS Office □ Excel, Word, Power point & Internet

STRENGTHS

- Reliable & Sincere
- Quick to adapt to environment
- Ability to work under pressure

PERSONAL INFORMATION

- ❖ Name-Surya Kant Sharma
- ❖ Father' s Name - Late Shri Suresh Chandra Sharma
- ❖ Mother' s Name-Smt. Urmila Devi
- ❖ Sex-Male
- ❖ Martial Status-Married
- ❖ Interest Area-Listen Music, Cricket, Internet Surfing, Learning New Things

❖ **Declaration:-**

I declare above mentioned information are completely true according to my mind.

Place- Taranagar

Surya Kant Sharma