

RESUME

HASHIMI JANI

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Objective:

To secure a challenging position in a dynamic organization that offers opportunities for growth and allows me to utilize my skills and knowledge effectively.

Education:

Education	Board/university	Year
GRADUATION	University of Gour Banga	2017
PG Diploma	NSOU	2022
12 TH	WBCHSE	2014
10 TH	WBBSE	2012

Additional qualifications

I have completed my business accounting & taxation course from Ready accountant.

Skills

- GST & TAX consultant
- TDS
- E invoice, E-way bill
- Problem solving
- Team management

Software Skills

- Basic knowledge of computer MS Office, MS Word

Work Experience

- Fuchkawala Restaurant
Position: Cashier
Location: Calcutta, WB
Dates of Employment: 04/2023 to 09/2023
 - Handle cash transactions accurately and efficiently in a fast-paced restaurant environment.
 - Provided exceptional customer service, addressing customer inquiries and resolving any issues promptly and courteously.
 - Balanced cash register at the end of each shift, ensuring accurate accounting of sales and receipts.

- Collaborated with team members to maintain cleanliness and organization of the cashier station and dining area.
- Assisted with other duties as needed, including assisting with food preparation and ensuring compliance with health and safety regulations.

Strength & Hobbies

- Heart & smart Working
- Honest & Punctual
- Good communication skills
- Arts, Drawing, Football, Reading books

Additional Information

Place of Birth: Balurghat

Date of birth: 25-06-1997

Gender: male

Marital status: Unmarried

Language: English(intermediate),Hindi, Bengali

Declaration

I, do hereby declare that the information furnished above by me is true to the best of my knowledge and belief

Place: Goa

Hashimi Jani

Date: