

Prathamesh Ravindra Patil

EMAIL ID: prathampatil0497@gmail.com

MOBILE: 9049390200 / 8788518882

Career objective:

Efforts with hard work, confidence & devotion to utilize my skills, attainment & abilities in the company: that offers professional growth while being resourceful, innovative & flexible.

Work Experience: 2 Year - 01 Months As Accountant

**V.D.Joshi Associate .(Tax Consultant)
Y.K. Analytical Corporation (Pune)**

Post: Account Executive On Tally ERP9 Software.

About: V.D.Joshi Associate is a private firm which is providing all services along to G.S.T. filling on monthly basis or quaterly basis. Maintaining all types of accounts in Bussiness. Solving Income tax related

Roles and Responsibilities:

- Responsible for maintaining journal entries.
- Genarate bank reconciliation for clients.
- Create Credit notes or Debit notes in tally software.
- Maintain regular activities in client's account.
- Preparing Profit or Loss Accounts.
- Maintaining Balance sheet's on yearly Database.
- Filling ITR Return (Income tax) of the clients.
- Provide GST registration facilities.
- Income tax Registration and filling ITR Returns.
- Participate in yearly based Audits.
- Complete the Audits in Deadlines.

Conducting Accounting related activities such as G.S.T. Audit ,G.S.T. Return's at yearly or quaterly basis.

Technical skill :

- Application : MS Excel, Tally ERP9, Tally Prime
- Operating system : Windows 7 , 8 , 10.

EDUCATION QUALIFICATIONS:

- SSC -March 2014 pass out from Boisar, Mumbai board, obtained **75.60%**.
- HSC- FEBRUARY 2016 Pass out from Palghar, Mumbai Board, Obtained **61.23%**.

- **Graduation-** October 2019 Pass out from Mahad, Mumbai University, Obtained **B Grade**.

Strengths:

- Hard worker.
- Excellent grasping power.
- Positive Attitude towards the goals.

Personal Information:

Name:	Prathamesh Ravindra Patil
D.O.B:-	04 - 11- 1997
Permanent Address:	: At\po.-Kolose, Tal-Mahad, Dist.-Raigad, Pincode-402305.
Present Address:	Building No C-2/3,room no. 4, Trivedi Nagar, Saravali, Boisar,
Languages:	English, Hindi, Marathi
<i>Email:</i>	prathampatil0497@gmail.com

I certify that the above information given by me is true and to the best of my knowledge. In case any error or omission found at later date, I shall be liable for consequences arising out of it.

Date:

Yours faithfully

Place:

Prathamesh R. Patil.