

CURRICULUM VITAE



AMOL SUBHASH GAIKWAD

DOB : 05th Jan 1996
Mobile: +91-8879295201
Status: Unmarried
Languages: Marathi, Hindi, English
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Career Objective

- ❖ Seeking a challenging position in the area of Finance, Accounts & Costing which provides ample opportunities for learning and application of theoretical concepts. To enhance my SAP career in professionally well-managed organization where I can make use of my abilities, knowledge and skills while contributing to the success of the organization and acquaint myself with more systematic information.

Academic Background

Qualification	Passing Year	Institution	School/Collage Name	Mark %
CMA (Inter)	2018	ICMAI	Institute of Cost Accountants of India	50.25
B. Com	2016	Mumbai University	Maharshi Dayanand College	63
HSC	2013	Board of Maharashtra	Maharshi Dayanand College	74.5
SSC	2011	Board of Maharashtra	S. S. M. Shivaji Vidyalaya	80.55

Organizational Experience

- ❖ Work at Premier Transport Limited as Account Assistant from 03rd Jan 2017 To till Date.
- ✓ Having 5 years of SAP accounts & finance experience in M/s Premier Transport Ltd service industries. Responsible for overall accounting & finance functional activities & ratio analysis
- ✓ Preparation & finalization of financial statements including trial balance, profit & loss accounts, balance sheet.
- ✓ Responsible for account payable & receivable activities like vendor invoice processing and customer billing processing
- ✓ Responsible for master data
- ✓ Responsible for maintenance of fixed assets register & depreciation run
- ✓ Reconciliation of party advances & liabilities, Bank reconciliation
- ✓ Responsible for ageing reports
- ✓ Preparation of MIS report, projected sales & forecast to management on weekly basis.
- ✓ Well versed with statutory laws like TDS & GST
- ✓ Coordinating with Auditor for the Audit of financial year.
- ✓ Coordinating with Branches, give instruction, guidance and report to Management
- ✓ Visited to Branches as a SAP Trainer
- ✓ Strong experience in material document like MIGO, MIRO, Purchase Order and Sales Order

Trainings & Other skills

- ❖ Attended 7 days Industrial Training conducted by ICMAI
- ❖ SAP FICO, MM, SD module
- ❖ Completed 100 hours training of Information Technology conducted by ICMAI
- ❖ Proficient in Windows, Microsoft Office (Word, Excel, PowerPoint)

Strength

- ❖ Quick Learner & ability to work under pressure
- ❖ Ready to take responsibilities.
- ❖ Willingness to Learn New Things
- ❖ Leadership

Hobbies

- ❖ Playing Cricket
- ❖ Listening Music

Declaration

I hereby declare that the above information produced by me is true to the best of my knowledge.

Date: 18/12/2021

Amol Subhash Gaikwad

Place: Mumbai

