

RESUME

ANIKET .S. HINGWEY

Mobile : 7218258908

Email :anikethingwey98@gmail.com

Contact No. :- +91 7218258908

Permanent Address

Plot no.45, 2nd bus stop
Gorle-lay-out gopal nagar
Nagpur-440022

OBJECTIVE

To work in a firm with a professional work driven environment where I can utilize and apply my knowledge skills.

ACADEMIC QUALIFICATION

YEAR	EXAMINATION	BOARD/UNIVERSITY	PERCENTAGE
AUG 2021	M.COM II	RTMN UNIVERSITY	84%
NOV 2020	M.COM I	RTMN UNIVERSITY	65%
MAY 2019	B.COM	RTMN UNIVERSITY	56%
FEB 2016	HSC	MAHARASHTRA BOARD	62%
MARCH 2014	SSC	MAHARASHTRA BOARD	63%

COMPUTER KNOWLEDGE

- Working knowledge of Windows and Internet and familiar with MS-Word / Basic Excel
- MS-CIT with 92%
- TALLY (ERP 9) With 92%

INTERPERSONAL SKILL

- Hard working
- Handle Work with patience
- Ability to cope up with different situations

WORK EXPERINCE

Company Name :- SPECTRUM SERVICES

Job Profile :- Junior Accountant

Duration :- 13-10-2019 To Present

JOB WORK & RESPONSIBILITIES

- DATA ENTRY
- CREATE GST TAX INVOICE IN Excel
- SALE & PURCHASE INVOICE ENTRIES IN TALLY
- BANK RECONCILIATION
- GST WORKING
- GST RETURN FILING
- TDS WORK
- MAINTAIN DAILY TRANSACTIONS IN TALLY
- RESPONSIBILITIE TO MAINTAIN ALL RECORDS PROPERLY IN TALLY
- GST RECONCILIATION

PERSONAL DETAILS

Name	Aniket Hingwey
Fathers name	Shriram Hingwey
Date of Birth	24 March 1998
Marital status	Single
Gender	male
Languages Knows	English , Hindi & Marathi

DECLARATION

I do hereby declare that particulars of information and facts stated here in above are true,correct and complete to the best of myknowledge and belief.

Place : Nagpur

Signature

Date :

Aniket Hingwey