



# Shubham Bhagat

Junior Accountant

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Krushidhan Housing Society, Sona Nagar, Barshi road, Latur, Maharashtra

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I seek challenging opportunities where I can fully use my skills for the success of the organization. Dedicated, Competent & detail oriented individual with capacity to go beyond what is expected & achieve company goals.

## EDUCATION

### B.Com

Dayanand College of Commerce(Sr.), Latur

2017 - 2020

#### Courses

Financial - Taxation

### Higher Secondary

Dayanand Collage of Commerce(Jr.), Latur

2015 - 2017

### High School

Saraswati Vidyalaya, Latur

2014 - 2015

## WORK EXPERIENCE

### Jr.Accountant

K. R. Patel & Co.

07/2020 - Present

Latur, Maharashtra

#### Achievements/Tasks

- Maintain the sales book and purchase book under senior accountant supervision.
- Organized files, records and cash equivalents to comply with policy and procedure.
- Handling and maintain import export BL's and Invoices.
- Assisted in daily & weekly audit of accounts voucher & statutory records.
- Maintain petty cash book and handled all bank deposits also handled all bank account of company.

## TECHNICAL SKILLS

MS-WORD



MS-EXCEL



TallyERP



Accounts Book



## SKILLS

- Problem Solving
- Team Work
- Decision Making
- Flexibility
- Proficient & know about Bank works.
- Known about dollar Payment & rate.

## LANGUAGES

MARATHI

Native or Bilingual Proficiency

HINDI

Native or Bilingual Proficiency

ENGLISH

Full Professional Proficiency

## INTERESTS

Travelling

Dancing

Reading

Cricket

Tennis