

RESUME

NAME :- ASIF ADIL SHAIKH

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ADDRESS :- SR NO. 14,PANDU LAMAN VASTI,
YERWADA PUNE-411006.

Objective:-

- To achieve a challenging position that will enhance my professional and personal growth

Personal Detail:-

DATE OF BIRTH : 15/11/1998

GENDER : MALE

NATIONALITY : INDIAN

LANGUAGE : ENGLISH, HINDI , MARATHI

QUALIFICATION:

- SSC PASS FROM MAHARASHTRA STATE BOARD-51.00%
- HSC PASS FROM MAHARASHTRA STATE BOARD-60.00%
- B.COM PASS FROM PUNE UNIVERSITY-60.00%

WORK EXPERIENCE:-

- 1 YEAR 10 MONTHS EXPERIENCE IN RAMPRAKASH & ASSOCIATES.
- BALCHANDRA NADKARNI & ASSCIATES 2 MONTHS
- KHANOLKAR & ASSOCIATES 11 MONTHS

- GSTR3B FILING DONE MONTHLY & QUATERLY
- GSTR1 FILING DONE MONTHLY & QUATERLY
- GSTR9 FILING DONE
- WORK ON TALLYERP 9 ACCOUNTING DONE
- PTRC RETURN FILED YEARLY AND MONTHLY
- GST REGISTRATION DONE
- IT RETURN -ITR-1 ,2,4 DONE
- STOCK AUDIT DONE

DECLARATION:-

I hereby declare that the information finished above is true to the best of my knowledge.

DATE :12/7/2023

PLACE :PUNE

YOURS FAITHFULLY
(ASIF ADIL SHAIKH)