

GAUTAM MISHRA

A-175 SECTOR 83
NOIDA, PIN CODE 201305
Phone No. 7541906638
mishragautam941@gmail.com

EXPERIENCE

Apr 2016 to June 2018

Dullish and Associate

Data entry, GST, Income Tax and ROC

SAP TALLY ERP9 & TALLY PRIME, EXCEL (BASIC & ADVANCE)

.MSWORD ...ETC (ADCA COURSE)

Vipin Gupta & co.

July 2018 to Oct 2020

Senior Accountant

DSC, GST, TDS, BANK RECONCILIATION

GST RECONCILIATION

QUALITRONICS

Nov 2020 to March 2022

(Senior Accountant)

STOCK MANAGEMENT GST RECONCILIATION

BANK RECONCILIATION, JOB WORK, TDS.

FILING RETURNS AND PREPARE BALANCE SHEET PROFIT & LOSS

STATEMENT

RIPPLES ENGINEERING PVT LTD

4 April 2022 to Still Working

(Accounts Executive)

GST, TDS, GST RECONCILIATION, AR invoice, AP invoice

SKILLS

Good Communication.

Polite Nature and Learning
Habit

Keen to know more and
enhance knowledge and
skills

AWARDS

To work in high-grown
organization, with a
competitive and challenging
environment that

creates an ideal condition
for delivering high quality
services.

LANGUAGES

Hindi And English

**EDUCATION Plus 2 Ug- Narayan Kashan Uche
Vidyalaya Powerband School, (Bihar Secondary
EducationBoard (Matriculation)**

Year of Passing 2014 Percentage (70%)

Bihar Secondary Education Board (Intermediate)

LNJ College Jhanjharpur 2016 Percentage (65%)

LNMU, COLLEGE University Darbhanga, (B.com
Honors) 2019 Percentage (75%)

PROJECTS

Project Name: Return Filing of Income Tax and ROC

Role: Work as An Employee Team Size: 15 Project Duration: 2 years

HOBBIES

Reading Books, Watching Hollywood and Bollywood Movies.

PERSONAL DETAILS

Address	Sector 83 Noida
Date of Birth	01/02/1998
Gender	Male
Nationality	India
Marital Status	Unmarried

DECLARATION

I hereby certify that the above information is true and correct to the best of my knowledge and belief.