



**MURTAZA ALI
BOHRA**

ACCA

CONTACT

Phone: 91 8209628573

Mail: mtz53786@gmail.com

Address: Udaipur,
Rajasthan, India

SOCIAL MEDIA

LinkedIn

<http://www.linkedin.com/in/murtaza-bohra447>

SOFTWARE SKILLS

- MS Office
- Capium
- Tally ERP

PROFILE

An adaptable and responsible accounting professional seeking a position in finance, accounting, tax which will utilise my analytical, organisational and team working skills.

I successfully combined my studies with work and other commitments showing myself to be self-motivated, organised and capable of working under pressure. I have a clear, logical mind with a practical approach to problem solving and a drive to see things through to completion. I enjoy working on my own initiative or in a team. In short, I am reliable, trustworthy, hardworking.

EXPERIENCE

Sr.Associate

Online Account Filing

Jan 2021 – Mar 2021. 3 mos

Responsibilities:

- Incorporating Accounts and Tax return of UK companies based on IFRS and FRS.
- Dealing different queries of client related to their accounts and tax.

Apprenticeship

Tak & Associates

Oct 2018 – Mar 2019. 6 mos

Responsibilities:

- Departmental inventory handling
- Perform verification of transaction
- GST filing of clients

EDUCATION

ACCA - Affiliate

Association of Chartered Certified Accountants
2016 – 2020

Mohanlal Sukhadia University

B.COM

2016 - 2019

Central Academy

Sr.Secondary – CBSC

2014 - 2016

ACHIEVEMENTS

ACCA – Robotics in finance: the future (2020)

ACCA – Ethics and professional skills module (2020)

ACCA – Advance diploma in accounting and business (2018)

Vedanta – Best project for the short documentary on HZL (2017)