

RESUME

Mr. Pramod Balu Dhongade

At-Kurhegaon, Post-Gonde Dumala,

Tal-Igatpuri, Dist-Nashik,

Maharashtra, Pin-422403

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OBJECTIVE

To work with Leading Company and to use my analytical thinking to the best of my ability combined with perseverance, so as to contribute for Company's Growth and Goal, as well as to attain my professional goal.

PROFESSIONAL QUALIFICATION

- Pursuing C.A. Course in FINAL Level
- CA Inter (with Exemption in Accounting & Advanced Accounting)

ACADEMIC QUALIFICATION

- M.Com from KTHM College (Nashik) with 63.13%
- B.Com from KTHM College (Nashik) with 60%
- Higher Secondary Certificate (12th) with 72%
- Secondary School Certificate (10th) with 75.64%

PROFESSIONAL EXPERIENCE

- Currently Working as Senior Executive at **Praful Bardiya & Associates** (Chartered Accountant) from March,2019
- ICAI Articleship training (3 Years) from **Dixit Malpathak and Associates** (Chartered Accountant) from Feb 2016 to Feb 2019.

COMPUTER PROFICIENCY

- Working knowledge of Windows and Internet, and familiar with MS-Word, MS-Excel.
- Information Technology Certificate issued by ICAI
- Advance Information Technology Certificate issued by ICAI

KNOWLEDGE OF COMPUTER APPLICATION/SOFTWARE

- Tally ERP9
- Winman CA ERP / Winman TDS / Winman GST
- EIA – ERP, and Other Accounting Software's.

KEY RESPONSIBILITY HANDLED

- Accounting for Various firms, Individuals & Companies.
- Preparation of Computation of Income & Income Tax Returns for Various kinds of assesses.
- Preparation & Filing of GST Returns.
- Tax Audit for Private Companies, Individuals and Firms.
- TDS Returns & its Compliances.
- VAT Audit / Statutory Audit.

SKILLS

- Good Communication Skills.
- Easily negotiate with other person.
- Can work effectively in team, as well as individually.
- Have good inter-personal skills.

EXTRA ACTIVITIES

- Participate in 15 days GMCS Program taken by ICAI.
- Participate in 5 days Orientation Program taken by ICAI.
- Played Games at college & school level.
- Active participation in college functions.

PROSONAL INFORMATION

Name	-	Pramod Balu Dhongade
Father Name	-	Balu Kashiram Dhongade
Marital Status	-	Unmarried
Gender	-	Male
Date of Birth	-	25 th Sep, 1995
Language known-		English, Hindi, & Marathi
Nationality	-	Indian
Strength	-	Positive Attitude, Hardworking, Punctuality,

DECLARATION

I hereby inform you that all the information made above are true to the best of my knowledge and belief.

(Pramod B. Dhongade)