

# Resume



## Mr. Vaskar Guriya

**Profile:** - Proficient accounting

Professional with over 10 years of experience.

Well-versed in updating and standardizing controls, refocusing teams and streamlining procedures to increase efficiency and reduce errors in accounting files. Expert Tally ERP 9 and Busy user.

**Skills:-** Tax return filling, Account Reconciliation, General ledger accounting, Auditing, Accounting & Book keeping, financial analysis, Year end close etc.

### Personal Details:-

**Date of Birth:** 20 th March 1987

**Nationality:-** Indian

Marital status: - Single

### **Present Address:**

Panskura R.S., Ward no-07  
Panskura, Purba Medinipur  
W.B.-721152

### **Permanent Address**

Chakramnagar, Keshabchak  
Daspur, Paschim Medinipur.  
W.B.-721212

### **Education :-**

\* Bachelor of Commerce (Hons in Accountancy)  
From Ghatal R.S. Mahavidyalaya, Vidyasagar University

\*\* Diploma in Information Technology  
From Rashtriya Computer Literacy Drive, Ghatal

\*\*\* Certificate in Business Correspondent.  
(Inclusive banking)  
From Indian Institute of Banking & Finance.

**Contact:** - [vaskarg2017@gmail.com](mailto:vaskarg2017@gmail.com)

**Mob no-** 8232998708 & 9378188810

### Professional experience:

- From 18.01.2021 to present

#### **Accounts Executive**

**Company Name:** Jaibaba Motors Pvt. Ltd. (Baba Honda),  
O.T. Road, Kharagpur, Paschim Medinipur. W.B.-721305.

- **From 21.06.2016 to 30.04.2020**

**Accountant**

**Company Name:** Rajkumar Automobiles Sales Pvt. Ltd (R.K. Honda) ,  
Midnapore Station Road, Paschim Medinipur.W.B.-721101.

- **From 01.02.2014 to 31.05.2016**

**Accountant**

**Company Name:** Goodhope Clearing & Forwarding (P). Ltd. and  
Indo China Maritime Agency,  
2<sup>nd</sup> Church Lane, 2<sup>nd</sup> Floor, Room No.203, Kolkata-700001.

- **From 07.09. 2011 to 31.12.2013**

**Junior Accountant**

**Company Name:** *T MAITI & ASSOCIATES.* (CA firm),  
1/6B, Dover lane, Gariahat, Kolkata-700029.

- **From 02.06.2009 to 31.08.2011**

**Junior Accountant Cum audit assistant**

**Company Name:** *ADHIKARY & CO.* (CA firm),  
3,S.M. Ghosh Sarani (Mangoe Lane), 2<sup>nd</sup> Floor,  
Kolkata-700001.

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