

## VISHAL MAKKAR



### Contact Information:

S/o. Sushil Kumar  
Makkar,  
H.No. 34, Punjabi  
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Jamshedpur, Jharkhand-  
831009

### Mobile No.:

+91 9031353926,  
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### E-Mail:

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### Personal Data:

D.O.B. :  
16.04.1993  
Sex : Male  
Nationality : Indian  
Marital Status : Single

### Languages Known:

Hindi, English

### Hobbies:

Reading Books

## CURRICULAM VITAE

### Objective

To work in a fast paced and challenging environment involving tremendous learning which stretches one's thoughts and enables one to acquire piercing business insights adding value to the company and as a consequence, to the individual.

### Academic Record

#### **Post Graduation (M.Com Specialization in Finance)**

- From Jamshedpur Co-operative College, JSR (Jharkhand) (60%) (2015)

#### **Graduation (B.Com A/c Hons.)**

- From Karim City College, Jamshedpur (Jharkhand) (61%) (2013)

#### **Intermediate**

- From D.B.M.S. Career Academy, Jamshedpur (Jharkhand) (69%) (2010)

#### **Matriculation**

- From D.B.M.S. Career Academy, Jamshedpur (Jharkhand) (63%) (2008)

### Work Experience

#### **M/s. Metro Tyres Ltd. (Branch : Jamshedpur)**

**(16.06.2018 to 06.12.2022 As a Branch Admin. Officer)**

**(01.07.2017 to 15.06.2018 As a Branch Accountant)**

#### Job Profile:

- Working in SAP.
- Maintain Cash Book, Create Sales Invoice, Replacement, Payment Records, etc.
- Other back office work.

#### **M/s. Hardonics Infotech Pvt. Ltd. (franchise of IIHT) Jamshedpur (01.02.2014 to 30.06.2017)**

#### Job Title: "Accounts Executive"

#### Job Profile:

- Maintain Cash book, Bank book, Vouchers, etc.
- Maintain Accounting data in Ms-Excel, Tally ERP.9
- Knowledge of Service Tax calculation
- Other Back office work

### Computer Proficiency

- Basic of Computer
- Tally. ERP 9

### Competencies

- Good communication skills.
- Ambitious and committed to excellence.
- Dedicated and Hard-working
- Self reliant.

### Skills

Motivational skill, Analytical skills & Flexibility

### Declaration

I confirm that the information provided by me is true to the best of my knowledge and belief.

Place :

Date :

(Vishal Makkar)

