

CURRICULUM VITAE

NISHA SHARMA

House No- A-994 BUDH VIHAR

PH-2 ROHINI SEC -23

Delhi-110085

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Carrier Objective:

To work with an organization where I can improve my skill & achieve high level in the concerned organization. I will give my best to prove me and my work.

Educational Qualification:

- 10th Passed from CBSE Board
- 12th Passed from CBSE Board
- Graduation (B.com hons.) From Delhi University (SOL).

SKILLS:

- Knowledge of Advance Excel
- Tally ERP.9
- Knowledge of Busy Software
- Knowledge of GST
- Knowledge of TDS & TCS
- Book finalization

Experience:

- worked as an accountant in CA firm since 3 years.

Qualities:

- Self-Motivation, Punctual & Honest, Hard working

Personal details

- | | | |
|------------------|-----|--------------------|
| ➤ Father's name | : - | Mr. Ravinder Kumar |
| ➤ Nationality | : - | Indian |
| ➤ Language Known | : - | Hindi & English |
| ➤ D-O-B | : - | 14 feb 2000 |
| ➤ Gender | : - | Female |
| ➤ Marital Status | : - | Unmarried |

Declaration

- I do here by declare that all the information given above is true the best of my knowledge.

Date:_____

(NISHA)

