

CURRICULAM -VITAE

ASHOK CHAWLA
SH.MADAN MOHAN CHAWLA
A-1/166 2nd FLOOR GANESH NAGAR
TILAK NAGAR NEW DELHI-110018
Mob : +91-9289114748
E-mail: chawlaashu9268@gmail.com

Position Applied For: -

CAREER OBJECTIVES

- ▣ Seeing a challenging position utilizing my abilities developed through my experience and education for carrier growth based on my merit to promote the growth of organization.

Professional Qualification :-

- ▣ **One year** Accountant Course From Nifa Janakpuri.

Educational Qualification :-

- ▣ **B.Com Pass** from [**KURUKSHETRA University**] in [Year-2008]
- ▣ **Senior Secondary** from [CBSE, Delhi] in [Year-2005]
- ▣ **Matriculation** from [CBSE, Delhi] in [Year-2003]

Working Experience:-

- ▣ **Still working** in a **SPACE HUB LOGISTICS PVT. LTD.** as an Accountant from 2011.

Responsibilities :-

- ▣ Maintaining Accounts
- ▣ Making Bills in Excel.
- ▣ Following overseas payment.
- ▣ RTGS/NEFT
- ▣ TDS & GST
- ▣ EXPORT DOCUMENTATION (VGM, FORM 13, BOOKING, SI)
- ▣ ODEX
- ▣ HANDLING TRANSPORTATION
- ▣ PROCESS VENDOR AND CARRIER ACCOUNTS PAYABLES

Interest & Activity

- ▣ Believe in hard work and love to achieve time bound task.
- ▣ Exploring new ideas and technique to sort out problems and achieve any

Personal Information

Name	:	ASHOK CHAWLA
Father's Name	:	SH. MADAN MOHAN CHAWLA
Date of Birth	:	18 APRIL 1987
Nationality	:	Indian
Marital Status	:	Unmarried
Language Known	:	English, Hindi & Punjabi.

DATE /...../.....

PLACE **NEW DELHI**

[ASHOK CHAWLA]