**Avdhesh Kumar Sharma**

**Mobile: 8810296082-(Self)**

**Email id:**[**- avdheshk52@gmail.com**](mailto:-%20avdheshk52@gmail.com)

**CAREER OBJECTIVE**

Seeking Position As An Active Employee Involving Professional & hard Work With Core

Skills Requires for Effectively Working With Others. Believe Strongly In The Concept Of

Work Through Positive Motivation.

**EMPLOYMENT SUMMARY**

* 19 Year’s of Experience in Accounts & Finance.
* Presently working in Karm Engineering Works (FBD)..As an Asstt.Manager Accounts -from 23rd June-2023 Handling Work Gst Return Filling Accounts Payable & Receivable Import & Export Documentation Bank & Branch Reconciliation Input Purchase Data Reconciliation ( 2A / 2B ) Handling Of Stock Data For Bank,
* E-invoicing & Salary Processing Work,Esic & Epf Return
* Worked in Sarna Exports International (Overseas).As an Sr.Accountant -from March-2020 To June-2023 Handling Work Gst Return Filling Accounts Payable & Receivable Import & Export Documentation Bank & Branch Reconciliation Input Purchase Data Reconciliation ( 2A / 2B ) Handling Of Stock Data For Bank,
* Worked With Beltek Canadian water ltd. As an Accounts officer from July-2011 to feb-2020 Sales Tax / Gst , Bank Reconciliation Tds Deduction Excise Registers Billing Work & salary Processing.
* Worked with Jyotsna holding Ltd. As An Accountant from April-2004 to june-2011.Sales Tax Return , Bank Reconciliation Tds Deduction Excise Registers Billing Work.
* Worked with Ashwani K.Goyal & Associates (C.A.) As an Accounts trainee from-April-2002 to March-2004. Learning Of Accounts.

**EDUCATION**

M.Com from CCS University-2002 ( U.P.)

B.Com from CCS University-1999 ( U.P.)

**PROFILE SUMMARY & WORKING AREA**

**One Year’s Course in SAP BI-Finance Module.**

* Import’s & Export Documentation &Accounts Maintaining.
* E-filing of GST & Return’s (Noida &Delhi) & Tds Return’s,Gstr-9& 9C Annual Return Data
* Handling of E-Commerce Accounts of Group Companies With
* Amazon,flipkart,Myntra,Nykaa,Limeroad on-line Accounts Data.
* Bank Guarantee& Letter of Credit’s Documentation with Bank’s
* Handling Customers A/c,(Accounts Payable & Receivable’s).
* Preparation & Working of P&L /Balance-Sheet (Quarterly)

**Personal Information**

*Date of Birth : 01.06.1974*

*Marital Status : Married*

*Father’s Name : Sh.Ram Lakhan Sharma*

*Language Known : Hindi & English*

*Permanent Address* : 237 Ashrey Yojna Nandgram Ghaziabad-201001

Dr*awn salary : 52000/-*

*Expected Salary : Negotiable*

**period NRR**

**Declaration**

I hereby declare that the facts given in resume are correct to best of my knowledge and belief.

**Date:28.03.2025**

**Place:Ghaziabad (Avdhesh Kumar)**