

RESUME

CHANDAN KUMAR MISHRA

Email Id –cmishra8298@gmail.com

Mob: -8478882316.



CAREER OBJECTIVE

- To prove myself as an asset for the organization by working with dedication on the best of my ability and to achieve goal of the organization. I am working with and also attending to work such organizations where he scopes of myself improvement and enhancement of knowledge is possible into groom myself as a better person in terms of handling responsibilities facing challenge and meeting targets.

EDUCATIONAL QUALIFICATION

Exam	Board/University/ Institute	School/College/ Institute	Year of Passing	Percentage
Matric	BSEB, Patna	S.N.H School	2009	59%
12 th	BSEB, Patna	M.L.S.M College	2011	60%
B.com (H)	LNMU,Darbhangha	M.L.S.M.College	2014	62%

PROFESSIONAL QUALIFICATION

Examination	Passed In	Marks	Institution
CMA – Inter	DEC-17	56.88%	ICMAI

EXPERINCE:

Experience in Sarkar Gurumurhty & Associates. Form 10th Feb.2015 to 30th June 2019.

Experience in S. Sushant & Associates. Form 1st July.2019 to 30th Jan 2021.

Experience in Saket Infradevelopers Pvt. Ltd. 2nd Feb 2021 to till date.

MAJOR RESPONSIBILITIES

- ◆ Income tax Computations and Returns
- ◆ T D S Calculation and Returns
- ◆ GST Calculation and Returns
- ◆ Companies (Cost Records and Audit) Rules, 2014
- ◆ All Type of Audit
- ◆ Receipt and payment account
- ◆ Handling day to day Accounts
- ◆ Book writing manually & Tally
- ◆ Party Reconciliation
- ◆ Monthly Debtors outstanding Report

- ◆ Maintain Petty Cash Book
- ◆ Preparation of Bank Reconciliation statement
- ◆ Cash Book

TECHNICAL QUALIFICATION

- ☐ Diploma in Computer Application.
- ☐ Tally (ERP9)

PERSONAL DETAILS

Father's Name	:	Govind Mishra
Date of Birth	:	20.10.1993
Sex	:	Male
Marital Status	:	Unmarried
Religion	:	Hindu
Nationally	:	Indian
Language Known	:	Hindi, English
Strength	:	Positive Attitude
Hobbies	:	Playing Cricket & Listening Music
Weakness	:	A little bit emotional
Permanent Address	:	Vill+P.O. Jaideopatty, Block- Ghanshyampur, Dist- Darbhanga (Bihar) Pin code-847405
Present Address	:	Mylanahalli, K Hali Post, Bangalore, Karnataka PIN: 562149

DECLARATION

- ☐ I hereby declare that the above written particular are true to the best of my knowledge and believe.

Date:

Place: Bangalore

(CHANDAN KUMAR MISHRA)