

Deepak Kr. Sharma



Accounts & Finance Professional

To pursue a challenging career by being associated with a reputed company and to keep pace with the latest technologies while being dedicated in the growth of the organization.

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📍 Dwarka, Delhi, India

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📞 +91- 8826625054

📅 13 August 1995

WORK EXPERIENCE

Senior Manager Accounts

Jet Serve Aviation Private Limited

02/2021- Present

Gurugram, Haryana, India

Achievements/Tasks

- Monitor and analyze accounting data and produce financial reports or statements.
- Accounts payable/receivable, Treasury, Budgeting.
- Revenue and Expenditure variance analysis.
- Coordinate and complete annual audits.
- Taxation: GST, TDS & Income Tax.

Assistant Manager Accounts

Al Buraimi Heavy Equipment Rental LLC

10/2020 - 02/2021

Dubai, United Arab Emirates

Achievements/Tasks

- Accounts Receivable and Revenue Tracking, Invoice/Billing.
- Payroll & Visa Management.
- Reporting and Financial Statements.

Manager Commercial & Finance

Primo Group of Company

07/2017 - 10/2020

Dwarka, Delhi, India

Achievements/Tasks

- Managing and overseeing the daily operations of the accounting department. Payroll & Visa Management.
- Commercials Finalization, Quotation management.
- Monitoring and analyzing accounting data and produce financial reports or statements.
- Treasury, budgeting, cash forecasting, capital assets reconciliations, payroll and utilities.
- Taxation: Service Tax, VAT, GST, TDS & Income Tax.

Accounts Assistant to Accountant

CA/CS Firm (Jai Prakash & Assoc./NeuSource India/Aggarwal & Assoc)

06/2014 - 07/2017

Delhi, India

Achievements/Tasks

- Accounting, Company & Tax Registrations, Tax Returns Filling, Audits, Govt. Department Dealings, Tax Officers Dealings, Client Management.

PROFESSION SKILLS

- Knowledge of Accounting Practices.
- Proficiency in Accounting Software (Tally & Busy).
- Ability to Prepare Financial Statements.
- Knowledge of General Business Practices.
- Taxation-GST, TDS, Income Tax (Registrations & Returns)
- Written and Verbal Communication Skills.

SYSTEM SKILLS

- Tally, Busy, SAP
- MS Office
- Tax Portals
- Payroll Software's.

LANGUAGES

- Hindi
- English

INTERESTS

- Travel
- Listening to music
- Workout

EDUCATION

Masters of Business Administration (Finance)

Himalayan Garhwal University

07/2017 - 08/2019

Uttarakhand, India

Bachelor of Commerce (BCOM)

University of Delhi

08/2014 - 05/2017

Delhi, India

High School (12th)

CBSE Board, Kendriya Vidyalaya Sangathan

04/2012 - 05/2013

Delhi, India

PERSONAL INFO

Fathers Name : Sh. Khacher Mal

Nationality : Indian

Religion : Hindu

Marital Status : Married

Declaration:

I hereby declare that the above-mentioned information is correct up to my knowledge and

I bear the responsibility for the correctness of the above mentioned particulars.

Deepak Kr. Sharma

Date:

Place: