**Ankit Verma**

Address: B-323 Brij Vihar Ghaziabad opposite Vivek Vihar

Mobile No. 9716539766

[Email- meankitverma01@gmail.com](mailto:Email-%20meankitverma01@gmail.com)

**Career Objective**:

To gain experience in the field of accounts and also to utilise my skills in order to increase productivity of organisation & individual growth.

**Experience**:

* Jpp & Co. –Accountant (partnership firm)
* Printtech –Account Assistant
* Mittal Books Distributer : Account Assistant
* Anil R G Dalmia & Associates (CA Firm): Account Assistant
* Drive India Enterprises solution Limited (DISEL) : DataEntry operator
* M.C.Jain & Co (CA Firm): Account Assistant

**Educational Qualification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Year of Passing** | **Exam /Degree** | **Institution** | **Board**  **/University** | **Division** |
| 2014 | B.com | School of open Learning | Delhi  University | 3rd |
| 2009 | Senior secondary  (12th) | D.A.V. Public School, BrijVihar | CBSE | 2nd |
| 2007 | Matriculation  (10th ) | D.A.V. Public School, BrijVihar | CBSE | 2nd |

**Technical Expertise:**

* **Certified Industrial Accountant** course from **The Institute of Computer Accountants**, Preet vihar, Delhi.
* GST
* Ms Office
* Tally
* SAP

**Skills**

* Tally
* Ms Excel

**Stengths**

* Honest
* Punctual

**Extra Curricular Activity**

* Reading Newspaper
* Playing chess
* Playing badminton

**Declaration**

I hereby declare that the information furnished above is true to the best of my knowledge.

Date: ANKIT VERMA

Place: Ghaziabad