

HIMANSHU GOSWAMI
B.COM

I'm seeking an opportunity to work in a dynamic, challenging and continues learning environment where I can put up Innovative approach towards completing the task and dedicate myself with zeal and honesty.

✉ Himanshugoswami038@gmail.com



8595101790



Sector 18 Noida

WORK EXPERIENCE

Nath Ahuja & Company Feb 2021 Present | Greater Kailash New Delhi

Account Executive

- Updating accounts payable and performing reconciliations
- Preparing weekly and monthly reports
- Assisting in processing balance sheets, income statements and other financial statements
- Maintaining Daily Basis Accounting and Assisting Seniors Regarding Finalization of Accounting & Tax Compliances.
- Preparation of E-Way Bill and stock transfer document.
- Filing GST and TDS returns

Dashmesh & Shiv Shakti Logistics (Dec'2017 to Jan'2021) | Haldwani (Uttarakhand)

Accounts Executive

- Bank reconciliation and payment collection
- Record accounts payable and accounts receivables
- Reporting daily revenues
- Processing invoices
- Coordination with vendors and internal team.
- Updating internal systems with financial data

EDUCATION

B.COM

- Kumaun University Nainital Uttarakhand 2017
- Higher Secondary School- Uttarakhand CBSE
- Secondary School- Uttarakhand CBSE

IT PROFICIENCY

- Tally ERP 9
- Busy Accounting Software
- Marg
- Advance Excel
- MS Office

Languages Known: English, Hindi, and Kumaouni

Father's Name: Lachhi Goswami

Hobbies & Interest: Travelling and Hiking

Home Town: Ranikhet (Uttarakhand)

Date of Birth: 12th May, 1995

Marital Status: Married

Place: Noida

Himanshu Goswami