

Deepak Tripathi



Contact

Address:

H No-4217, Parwatya Colony,
Faridabad, Haryana, 121005

Phone:

+91-8860327402, 7683029554

Email:

deepak.tripati987@gmail.com

Languages

English – B2
Hindi – A1
Haryanvi – A1

Hobbies

- Songs Listening
- Internet Browsing
- Running
- Social Media

Summary

A highly organized, detail oriented and dependable Professional who has the ability to apply his accounting Knowledge and experience to a diverse range of Financial Issues. Deepak Tirpathi is a hardworking, dedicated and Ambitious Accountant who possesses Strong and Practical Knowledge of generally accepted and accounting principal.

Skill Highlights

- Delegates and monitors work to meet and beat deadlines.
- Unmatchable Communication Skills in written and verbal both.
- Works well in both team environments and individual assignments.
- Dedicated, hard working and proven ability to plan, organize the projects in both small and larger groups

Education

- Metric (10th) in 2012 With 82% From **U.V.N Sr. Sec. School**
- Intermediate (12th) in 2014 With 76% From **K.d Sr. Sec. School**
- Bachelor of Commerce- Program With 52%
(Pt. Jawaharlal Lal Nehru College 2015-2018)
Maharishi Dayanand University, Rohtak
- Master of Commerce-Program
(From **Delhi University School of open learning**)

Certifications

- 6 Months Courses in Practical Accounting
- 6 Months Courses in Basic of Computer.
 - MS Office
 - Compu Office
 - Tally Erp.9 /7
 - Advance Excel (H Look Up & VLOOKUP etc.)
 - Busy

Salary Expectations

- Salary –in- hand = 35k
- Expected salary= 45k(Negotiable)



WORK HISTORY

- Worked as an Accounts & Finance at **Cargo people shipping & Logistics Pvt Ltd** (From 01 July 2018 to 15 March 2022)
(**Address:** C Lal Chowk Okhla.-II, New Delhi)
- Worked as Sr. Accountant at **Aagam Worldwide Industries Limited** (From 25 April 2022 to 18 March-2023)
(**Address:** B 3, Green Feild Colony, Sector 43, Faridabad, Haryana 121010)
- Working as Sr. Accountant at **Radhikesh International Private Limited** (From 22 March 2023 to Till)
(**Address:** 433 SRS Tower, Mewla Metro, Sector-31, Faridabad, Haryana-121003)



WORK RESPONSIBILITIES AND DUTIES



Strong understanding of accounting & financial principles, processes and practices.



Maintaining the books of accounts up to finalization.



Interpreting financial information and data



Preparation of Month end reports, Year end reports



Evaluate monthly profit and loss account



Checking vouchers with supporting documents.



Checking all the tax related documents



Correcting the ledger accounts



Preparation of Vouching Notes



Preparation of individual salary statements on monthly basis



Preparation of Depreciation statements



Returns Filing & Professional Skills



GST Returns Filing & Payments.



Tds Return Filing , Tds Return Revise, Tds Deposit. Tds Certificates Issue (Form 16 , Form 16A)



ITR Filing , Tax Deposit, Salary Sheet



Company Compliances etc.



Remittance Toward Foreign Payment and Bills factoring



Personal Information

❖	Contact No	:	08860327402
❖	Sex	:	Male
❖	Date of Birth	:	11 th March 1995
❖	Address	:	H NO-4217 , PARWATYA COLONY , FBD, HARYANA, 121005
❖	Religion & Community	:	Hindu
❖	Languages Known	:	English and Hindi
❖	Marital status	:	Single



Declarations

I hereby declare that the details given above are true to the best of my knowledge and belief

Place:

Date:

DEEPAK TRIPATI

