**MOHIT KUMAR**

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| B-400, Gali no. 20, Vikas Nagar, Uttam Nagar, Delhi-110059 |

**Professional Summary**

A suitable & challenging position in an organization that draws upon my strengths & allows me to rise above the routine to learn & grow at every given opportunity & there by prove to be an asset to the organization.

**Highlights**

* Skilled mediator
* Exceptional negotiator
* Strong Leader
* Outstanding Public speaker
* Professional and personable

**Taxation & Accounting Experience**

* **IMARC Services Pvt. Ltd.**

**Time period:-** from 26th August 2023 to Presently working.

**Work handling:-** Tally, preparation of Audit Reports(TDS, GST), handling/assisting GST, ESIC/EPF & PT Returns & Schedule sheet, preparation of GST/TDS return, preparation of road permit other forms under GST, bills payable, bills receivable, coordination with CA and Advocate of company, Bank reconciliation, cash book and day book handling

* **9.9 GROUP PVT. LTD.**

**Time period:-** from 06th June 2017 to 31st July 2023.

**Work handling:-** Tally, preparation of Audit Reports(TDS, GST), handling/assisting GST, ESIC/EPF & PT Returns & Schedule sheet, preparation of GST/TDS return, preparation of road permit other forms under GST, bills payable, bills receivable, coordination with CA and Advocate of company, Bank reconciliation, cash book and day book handling

* **REVOLUTION EXPORTS**

**Time period:-** from 15th January 2016 to 31st May 2017.

**Work handling:-** Tally, billing, party handling, handling/assisting VAT, preparation of VAT/TDS return, preparation of road permit other forms under VAT, bills payable, bills receivable, coordination with CA and Advocate of company, Bank reconciliation, cash book and day book handling and preparation of shipment documents.

* **MAHAVEER SHARMA & COMPANY(ADV FIRM)**

**Time period:-** from 1st November 2013 to 31st December 2015

**Work handling:-** Tally, billing, party handling, sales tax return, income tax return, service tax return, TDS return.

* **SANJAY VERMA & ASSOCIATES (ADV FIRM)**

**Time period:-** from 10th January 2013 to 31st October 2013

**Work handling:-** Tally, billing, party handling, sales tax return, income tax return, service tax return, TDS return

**Education Qualification:-**

* Passed **LLB** from **Royal College of law** (CCS UNIVERSITY), year **2019**
* Passed **M.COM** from **IGNOU,** year **2017**
* Passed **B.COM** from **ZAKIR HUSSAIN COLLAGE, DELHI UNIVERSITY,** year **2014**
* **12th** passed from Govt. boys senior secondary school **CBSE BOARD,** year 2011
* **10th** passed from Govt. boys senior secondary school **CBSE BOARD,** year2009

**Personal Details:-**

**Date of Birth :** 26th February 1994

**Nationality :** Indian

**Marital Status :** Married

**Sex :** Male

**Language Known :** Hindi, English

**Hobbies**  **:** Calisthenics, cricket, playing chess, listening songs,

Make friends & reading newspaper and books

**Strength :** Self Confidence & Never say die attitude.

**Declaration:-**

I hereby declare that all the information given above is true best of my knowledge

**(MOHIT KUMAR)**