

RESUME

House no. 132, Vanasthali,
Near Shiv Mandir Lane, Ballupur,
Dehradun, Uttarakhand
248001

Name	:	Sanjay Kumar
Father's Name	:	Mr. Harish Lal
Gender	:	Male
Date of Birth	:	10 January, 1977
Contact no.	:	+91-9760799432
Marital Status	:	Single
Qualification	:	School- Kendriya Vidhyalaya, ONGC, Dehradun Secondary School Marks- 49.8% Senior Secondary School Marks- 51.4%
Experience	:	Bachelor of Commerce- DAV PG College, Dehradun, Hemwati Nandan Bahuguna Garwhal University, Srinagar- 47.66% 1. Indian LPG Cylinders for <u>03 years</u> as Accountant and Store Keeper 2. Azad Automobiles for <u>15 years</u> as Accountant 3. Soshil Motors as Accountant (Branch of Azad Auto.)

As mentioned in the above details, I have had an 11 years of experience working as Senior Accountant in the Azad Automobiles which is the Distributor of KSPG Automotive India Pvt. Ltd., Federal –Mogul Goetze India Ltd., Kross Internationals Ltd., Banco Gaskets India Ltd.

Besides, I am also highly experienced in computer applications, MS Word, Excel, preparing return, Challans, Bills, Ledgers, Cashbooks, Returns, e-mails, Tally.ERP9 and GST.

With this prestigious opportunity, my objective will be to develop an ability to work in this progressive organization that provides good working environment and challenged work.

My amicability and politeness add a feather to the hat of my adaptive and sincere nature. My diligence and consistency in every aspect of life enable me to develop a positive outlook and a great motivator to my colleagues. The immense zeal and never-say-die attitude makes me a confident person with an ever enthusiastic approach for every new task, making me a capable candidate to work in your organization.

I will therefore search for newer and better ideas through my knowledge and skills thereby adding value to your organization through my hard work, creativity and commitment

Considering my job experience with an impeccable record I feel myself capable enough to work at your esteemed organization.

Thank You

Yours sincerely,

Sanjay Kumar