**Kalpesh Ghaghada**

**Number: 00918160722463**

**Email: kalpeshjg91@gmail.com**

**Career Objectives**

Seeking job in a well-established organisation for gaining professional experience in field of accounting or finance and be self-relied.

**Experience**

* **Diamond KPO Ltd – Team Leader (April 2022 to Current)**
  + **Senior Accountant (April 2022 to June 2022)**
    - **Finalize Accounts and HST Returns**
    - **Prepare Business Tax Return**
  + **Team Leader (June 2022 to Current)**
    - **Finalize Business Tax Returns**
    - **Team Management and Client Communication**
* **Pacific Global Solutions Ltd - Senior Accountant (December 2019-April 2022)**
  + **Junior Staff Accountant (December 2019 – March 2021)**
    - **Preparing Month End Financials**
    - **Posting Documents to Various Accounting Software’s**
    - **Preparing Sales Tax and Payroll Tax Return**
  + **Staff Accountant (April 2021 – October 2021)**
    - **Review Financials and Prepare Observations**
    - **Review Sales & Payroll tax returns**
  + **Senior Accountant (October 2021 – April 2022)**
    - **Team Management**
    - **Client Communication**
* **Beach Jewellers LLC – Accountant (January 2014- October 2019)**
  + **Supplier Reconciliation**
  + **Bank Reconciliation**
  + **VAT Return Preparation & Filing**

**Education**

**ACCA Qualification, 2012- 2015** (ACCA Affiliate)

**Bachelor of Commerce Major in Accounting (with Distinction)**

University of Wollongong in Dubai, 2012

**Achievements**

* **Deans Merit List of 2010 at University of Wollongong in Dubai**
* **Completed S.T.A.R. Leadership Programme at University of Wollongong In Dubai**

**Computer Skills**

* Microsoft Office (Word, Excel, PowerPoint, Database)
* SAP (FICO Module)

**Personal Details**

**Date of Birth : 01-01-1991**

**Languages : English, Hindi & Gujarati**

**Nationality : Indian**

**References Available Upon Request**