

SAHIL ASWANI

ACCOUNTS EXECUTIVE

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PROFILE

Dedicated and detail-oriented Accountant with almost 4 years of experience in managing end-to-end accounting operations, financial reporting, and compliance for businesses across India and Africa. Skilled in both Indian and African accounting standards, taxation, and regulatory frameworks. Proficient in using ERP accounting software. Strong analytical abilities, problem-solving skills, and a commitment to maintaining financial accuracy and integrity. Adept at supporting audits, preparing financial statements, and optimizing accounting processes to support business growth.

PROFESSIONAL EXPERIENCE

Satguru Overseas

Panchsheel Nagar, Ajmer (Raj.)

Accounts Executive 2024 - PRESENT

- Book Keeping.
- Managing bank Reconciliation, accounts receivable & payable.
- Maintaining overseas transitor accounts.
- Maintaining forex transactions.
- Maintaining provision accounts.
- Tracking containers & ensure timely payments.
- Internal Auditing.
- Coordinate with external auditors during audits.
- Prepare fortnightly, monthly & annually reports.

Agarwal & Choudhary Co.

(CA Mayank Agarwal)

Ajmer (Raj.)

Accountant 2021-2023

- Books Keeping
- Bank Reconciliation
- Track & ensure timely payment of invoices.
- ITC Reconciliation
- Plays an supportive in prepration of GSTR-1 & 3B, GSTR 9 & 9C.
- Maintaining transactions of shares & mutual fund,

EDUCATION

MDS UNIVERSITY, AJMER

2021 - 2024

- Bachelor of Commerce
- GPA : 2.4 / 4.0

St, Francis Sr. Sec. School, Ajmer

2020-21

- 12th CBSE Board
- GPA : 3.2 / 4.0

2018-19

- 10th CBSE Board
- GPA : 3.0 / 4.0

EXPERTISE

- Project Management
- Teamwork
- Time Management
- ERP Software.
- MS Excel (VLOOKUP, MACROS, Pivot Table)
- Auditing
- Problem Solving & Analytical skills
- Fund Flow Management
- Quick Learner
- Quick Adaptability

LANGUAGES

- English
- Hindi
- Sindhi