



Varsha Ramchandani

Accountant

Analytical accounting professional with extensive reporting skills and eager to apply Associate of Science in accounting towards accounts receivable initiatives for reputable business. Fast learner seeking an opportunity to grow as an accounting specialist.

✉ varsharamchandani98@gmail.com

📞 9352447404

📍 14/138,C.H.B, Jodhpur, India

EDUCATION

Class 10th

Bal Bharti S R. Sec. School

06/2016 - 06/2017

Rajasthan, India

Class 12th

Varun Public Senior Secondary School

06/2018 - 06/2019

Rajasthan, India

Bachelor of Commerce(BCom)

Jai Narain Vyas University

07/2019 - 06/2022

Rajasthan, India

Master of Commerce

Jai Narain Vyas University

07/2022 - Present

Rajasthan, India

WORK EXPERIENCE

Social Media Manager

Jodhana sarees

15/03/2019 - 01/03/2020

Rajasthan, India

Achievements/Tasks

- Managing social media account of jodhana sarees
- Handling Reseller groups Day To day Uploading details in groups
- Developed and maintained relationships with resellers , Makeing plans for growth

Contact : Sachin jain - +91 9772921999

Accountant

V. K. Prajapati & Co.

01/03/2021 - Present

Rajasthan, India

Achievements/Tasks

- Handling Accounts On Tally ERP 9
- Maintain of all type accounting vouchers entry.
- Bank, Debtors & Creditors Reconciliation.
- Enter posting of purchase, sales, payment, receipt collection & journal voucher.
- Preparing Monthly GST Data of GSTRB-1 with Hsn Summary & GSTRB-3

Contact : Vijay kumar prajapati - +91 9413610609

SKILLS

Active learning

Critical thinking

Time management

Financial management

Managerial accounting

Microsoft Office Suite

Knowledge of Accounting & GST

Systems analysis

Confident and Determined

Ability to cope up with different situations

PERSONAL DETAILS

Father's Name

Kamlesh Kumar Ramchandani

Gender

Female

Nationality

Indian

Date of Birth

07.10.2001

CERTIFICATES

RSCIT (Rajasthan State Certificate course in Information Technology)

A Course is used to gain knowledge in **Computer systems and Digital payment and platforms internet applications Ms office** and much more.

TALLY(Transactions allowed in a Linear Line Yard)

Tally software is **used for storing all the business transactions of each account in detail**. Tally has made calculations simple.

LANGUAGES

English

Professional Working Proficiency

Hindi

Native or Bilingual Proficiency