

Neda K. Siddiqui

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Personal profile:

A hardworking, self-motivated and responsible commerce post graduate (M.Com) with an outgoing personality and excellent communication skills who enjoys meeting with challenges and seeing them through, while remaining confident and good humored under pressure. Self-directed and originality in tackling and solving problems with the ability to adapt well to new situation and to work as an effective team member.

Career Objective:

I am looking for a challenging assignment where I can make good use of, and further develop, my broad based and thorough education and experience in the field commerce and accountancy.

Work Experience:

Currently working for a Chartered Accountant (DKMS & Associates) in Vapi from December 2016 till date

Work Profile Includes: Income tax Returns, Bank Audits, Tax Audits, GST, TDS and the like.

- **Worked for a private Tax Consultant in Vapi from Jan 2016 till December 2016**

Work profile includes:-Sale Tax calculation and filling returns (VAT) for Union territory, Daman & Diu.

- **Worked in Central Machinery and plastics Products, Umbergaon from Sep 2014 to Dec 2015.**

Work profile includes: - Maintaining sales and purchases file and sale tax calculation and filling (VAT).

- **I was actively involved with the accounting and taxation of Super trade centre and Green Valley Industries, Umbergaon.**

Work profile includes: - Maintaining sales and purchases file and sale tax calculation and filling (VAT).

Qualification:

Year	Qualification	University/Board	Grade
2014	M.Com	Mumbai University	First class
2012	B.Com	Mumbai University	First class
2009	HSC (12 th)	Maharashtra Board	First class
2007	SSC (10 th)	Maharashtra Board	First Class

Personal details:

Address	Kifa Bunglow, Plot no.: 101, New GIDC Umbergaon
Date of birth:	18 Jun 1991
Sex:	Female
Languages:	English, Hindi, Gujarati
References:	available on request.
