

JOHN ANKIT GOMES

ACCOUNTANT



4th May 1995



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LinkedIn :

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India

SKILLS

- **Proficient in**

Tally ERP 9
Quick Books
Zoho Books
MS-Excel
MS-Word

- **Knowledge in**

VAT
Payroll

INTERESTS

I like soccer, music.

LANGUAGES

English, Hindi, Bengali

OBJECTIVE

To obtain a position where I will be able to contribute my skill, knowledge and experience to a company that will give me a new opportunity to develop my career.

EDUCATION

- **St. Stephen's School [Delhi Board]**

Class X - ICSE : 85% (2011 - 2012)

- **St. Stephen's School [Delhi Board]**

Class XII - ISC : 87% (2013 - 2014)

- **Scottish Church College [Calcutta University]**

B.com (Hons) : 58% (2014 - 2017)

- **Syama Prasad College [Burdwan University]**

M.com : 61.75% (2017 - 2019)

WORK EXPERIENCE

- **Upbright Industrial Supply Pvt. Ltd.**

Accountant Jan 2020 - Aug 2020

- ❖ Bookkeeping and accounts maintenance via QuickBooks.
- ❖ Assisting in Government procurement, handling Tender submissions and Tender Responses.
- ❖ Managing and Tracking Inventory.
- ❖ Creating and Maintaining Stock statements.
- ❖ Collection and Preparation of data necessary for GST Returns.
- ❖ Managing Social Media activities of the company.
- ❖ Monetary Management.

CERTIFIED COURSE

- **Tally ERP 9**

Jan 2021 - Sep 2021

- **Computer Application**

May 2019 - Aug 2019