



DANISH ALI

• 132/453 BABU PURWA KANPUR (U.P) • 8318424304 • alidanish211@gmail.com

CAREER OBJECTIVE. To pursue a challenging and growth oriented career in an organization that offers opportunities to learn & grow by delivering the results.

KEY SKILLS

- Accounts Payable Processes & Management
- Invoices/Expense Reports/Payment Transactions
- Bank Reconciliation Statement
- Spreadsheets & Accounting Reports
- Accounts Receivable
- ERP & Financial System Technologies
- Journal Entries & General Ledger
- Depreciation
- VAT GST TDS Return File

PROFESSIONAL EXPERIENCE

Leayan Global Pvt. Ltd. (Formerly known as Leather & Footwear Division Red Chief Group of R.S.P.L. Three Year Experience.

- Prepare Bank Reconciliation Statement.
- Bank Entries Posting transaction account.
- Purchase Bill Payment .
- Prepare Book Of Accounts .
- Account Payable.

RENAULT CARS PVT.LTD

Accounts Payable

Daily Cash Handled and Banking, Daily expenses report submit, employees and vendors regarding accounts payable; records sale receipt and Exp record . Six Month Exp.

Key Results:

- Solve billing problems and corrected invoicing and journal entry errors that had previously been missed.
- Handled the processing, distribution, accuracy verification and maintenance of invoices.
- Prepare batches of Invoices for the data entry in the system.

FLUID LINE ENG&FAB PVT.LTD.

Provides administrative support for the accounting function including the areas of general ledger, accounts payable, accounts receivable, fixed assets, and inter-company transactions .Verifying records, data entry, generation invoices and purchase orders, basic journal entries, balancing A/R or A/P records, process expense reports . One Year Exp.

Key Results:

- Experience payment and booking invoice .
- Experience VAT, GST, TDS Return file
- Involves Balance Sheet Working
- Bank Reconciliation.

WE DREAM CONSTRUCTION (Proprietorship firm)

Presently I am working for Company Funding and Purchase Invoice and Compliances GST,TDS Return .Balance Sheet working.

Daily M.I.S report, accounting function including the areas of general ledger, accounts payable, accounts receivable, fixed assets.

Key Results:

- Experience payment and booking invoice .
- Analysis Costing
- Funding
- Involves Project Approval.
- Account Payable.
- Account Receivable.

EDUCATION

High School Passed in 2005 From U.P Board. Allahabad.

Intermediate Passed in 2007 From U.P Board Allahabad.

Bachelor of Commerce, 2010 Kanpur C.S.J.M University.

M.B.A (Finance) ,2014 (U.P.T.U)

TECHNOLOGY SUMMARY

MS Office (Word, Excel, PowerPoint)

ACCOUNTING SOFTWARE KNOWLEDGE

TALLY ERP.9 ,Axapta Remote desktop.

STRENGTH

Creativity, Communication skill, ready to accept challenge.

PERSONAL PROFILE

Father : Mohd. Afsar. D.O.B : 15.04.1990.

Marital Status : Unmarried. Lang: Eng.

I have declare all information mentioned in above true accurate to the best of my knowledge.

(DANISH ALI)