

CONTACT

ASHISH KUMAR CHOUHAN

📍 C/O - KRISHNA CHANDRA CHOUHAN
AT/PO - BARIKEL
VIA - PADAMPUR
DIST - BARGARH (ODISHA)
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OBJECTIVE

I look forward to associate myself with an organization where there is a challenging work environment that provides ample amount of opportunity to utilize my knowledge and skill for the development of the organization, myself too and willing to work as a key player in challenging creative environment.

EXPERIENCE

8 Jan 2018 - 31 Jan 2021	<ul style="list-style-type: none">Audit & Account Assistant SUNIL BURMA & ASSOCIATES (Chartered Accountants) - SAMBALPUR Maintenance of Accounts & Audit works
05.01.2023 - 04.01.2024	<ul style="list-style-type: none">Management Industrial Trainee (Finance) Bharat Dynamic Limited (A Govt. Of India Enterprise - Min. Of Defense) - HYDERABAD Working at Accounts Payable , in Finance Department
10.01.2024 - 25.07.25	<ul style="list-style-type: none">ACCOUNTS EXECUTIVE (WEST ZONE) 2050 HEALTHCARE (INGENUITY AND INNOVATION GLOBAL EDUHEALTH PVT LTD) Accounts Work, Regular MIS Reporting, Bills Payable, Collection & Reporting work for West India Zone.

EDUCATION

2006	<ul style="list-style-type: none">Board of Secondary Education, Odisha 10th 53%
2008	<ul style="list-style-type: none">Council of Higher Secondary Education, Odisha +2 Commerce 53%
2011	<ul style="list-style-type: none">Sambalpur University, Odisha +3 Commerce 53%
2014	<ul style="list-style-type: none">Institute of Cost Accountants of India CMA Intermediate 56%

SKILLS

- MS Word, MS Excel, MS PowerPoint
- SAP
- Tally

PROJECTS

- **Work Areas**
Accounts work, Daily/Monthly MIS Reporting,
Processing subcontracting Bills , Revenue Bills
Assisting in Monthly,Quarterly Accounts Closing and preparation of
Schedules preparation of Balance Sheet Information. Preparation of
BankLots for payment and Preparation of Bank Reconciliation
Statements.
Payroll (Salary Calculation, Advances, Attendance, Leave record & other
Payments)
Store Management

LANGUAGES

- Odia
- Hindi
- English

PERSONAL DETAILS

- Date of Birth : 27-03-1991
- Marital Status : Single
- Nationality : Indian

ADDRESS

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