

**PRASAD PANDURANG WALVE.**

Alishan C.H.S LTD, Plot No: 545/B-27,  
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Mumbai: 400067

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**OBJECTIVE:**

To be a part of organization where the management structure recognizes and reward loyalty, honesty, hard work and ambition of an employee by providing growth opportunities and necessary infrastructure that could contribute to the success of the company

**EDUCATIONAL QUALIFICATION:**

Examination	Collage/School	Year of passing	Class
T.Y.B.COM	ML Dhanukar collage	March-2011	64%
H.S.C	Nalanda collage	Feb-2008	72%
S.S.C	I E S school	March-2006	59%

**WORK EXPERIENCE:**

- Worked as a **Sr. Account Executive** With **ASB Outdoor Media Pvt Ltd** from **May 2015 To August 2020.**

**Work Responsibilities.**

All Accounting Work up to Finalization  
GST Return  
Service Tax Return  
TDS Return  
ITR Filling

- Worked as a **Equity Dealer** (Cash market) with **Angel Broking Pvt Ltd (SubBroker).**

**Work Responsibilities.**

Taking Trade On Behalf of Client  
Investment Advisor & Research

- Cleared **NISM –Series –V-A: Mutual Fund Distributors Certification** Examination.

- Worked As An **Account Executive** With **Katha Mediatix India Ltd** From September 2014 to April 2015.

#### **Work Responsibilities.**

Sales & Purchase Entries  
All Bank Related Work  
Service Tax Return

- Worked as **Account Executive** With **Monarch Innovative Technologies Pvt Ltd** From July 2013 to August 2014.

#### **Work Responsibilities.**

Daily Receipt Entries  
Bank Reconciliation Statement  
Receipt And Payment Summary  
Collection Report

- Worked as **Admin Executive cum faculty** with **Keerti computer institute** from September 2011 to March 2013

#### **COMPUTER KNOWLEDGE:**

Completed Computer Course of TALLY & K-PRO with B grade from keerti COMPUTER institute.

Passed MS-CIT exam with **72%**.

Basic knowledge about Internet.

#### **PERSONAL PROFILE:**

Name : **PRASAD PANDURANG WALVE.**

Date of Birth : 20th March 1990.

Marital status : Single.

Languages Known : English, Hindi, and Marathi.

**Hobbies** : listening Music, learning new things, and Traveling.

#### **ABILITY:**

I am confident of my ability to work in a team with full co-operation and motivation and to get job done ontime.