

# Shubham Salunke

CMA (Intermediate cleared) professional

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☎ 7028440321

📍 Manewada Road, Nagpur, India

## WORK EXPERIENCE

### Sr. Accountant

Swarna Pragati Housing Micro Finance Private Limited

03/2025 - 06/2025

Nagpur

Achievements/Tasks

- Responsible for timely payment and compliance of statutory dues like Professional Tax, ESIC, and EPF
- Managed accounts payable and ensured accurate booking of expenses
- GST compliance including Reverse Charge Mechanism (RCM) entries and reporting
- Handled internal audit processes and documentation
- Issuance and recording of Debit Notes and Credit Notes

### Assistant Manager In Branch Accounts

Dinshaws Dairy Food Private Limited

08/2023 - 01/2025

Nagpur

Achievements/Tasks

- Financial accounting,
- Accounts payable
- Accounts receivable
- GST
- Internal audit
- MSOD Report
- Comparative sales

Contact : Amit chughani

## EDUCATION

### CMA Intermediate

ICMAI

01/2022 - 2023

Nagpur

### M.COM

Nagpur University

06/2019 - 05/2021

Nagpur

### B.COM

Nagpur University

06/2016 - 06/2019

Nagpur

## SKILLS

Cost accounting

Indirect tax

Financial accounting

GST and custom

Management accounting

Financial reporting

Account payable and receivable

General ledger entries

Report reconciliation

Financial record keeping

Inventory Assessment

Decision making

## SOFTWARE SKILLS

### TOOLS

- 1> Tally ERP.9
- 2> M.S Excel
- 3> M.S Word
- 4> QAD
- 5> Micro pro

## PERSONAL DETAILS

Date of Birth : 07/12/1997

Marital Status : married

Mother Name

Late : Lila Salunke

Father Name

Late : Suresh Salunke

Nationality

Indian

## LANGUAGES

English

Full Professional Proficiency

Hindi

Full Professional Proficiency

Marathi

Full Professional Proficiency