v

+91 9876543210

rohan.kapoor@gmail.com

linkedin/in/rohan-kapoor

Delhi, India

**Skills**

**Technical Skills**

* Accounting Principles
* Financial Statement Prep
* Auditing
* Tax Compliance
* Data Analysis
* Microsoft Excel
* SAP

**Soft skills**

* Analytical Thinking
* Problem-Solving
* Communication
* Team Collaboration

**Achievements**

* **Best Employee Award (2022)**: Awarded by ABC Company for exceptional performance.
* **Implemented New Accounting System (2021)**: Led to a 30% increase in efficiency.

**Education**

**Masters in Accounting**

*University of Delhi – Delhi*  Jan 2018 – Dec 2019

**Bachelor in BBA**

*Amity University – Noida* Jan 2014 – Dec 2017

**Work Experience**

**Accountant**

*ABC Company – Bangalore* Jan 2022 – Dec 2023

Provided accurate financial analysis and reporting for informed decision-making. Managed full-cycle accounting processes, including accounts payable/receivable, general ledger entries, and bank reconciliations.

**Junior Accountant**

*XYZ Company – Delhi* Jan 2020 – Dec 2021

Collaborated with colleagues to improve documentation and streamline month-end procedures, resulting in enhanced efficiency and accuracy.

**Hobbies**

* Football
* Volunteer Projects
* Video Games

**Languages**

* English: Advanced
* Hindi: Proficient
* Spanish: Intermediate

**ROHAN KAPOOR**

Accountant

Skilled and experienced accountant with a proven track record of success in the financial services industry. Expertise in all aspects of accounting, including financial statement preparation, auditing, and taxation. Strong analytical and problem-solving skills.