

RESUME

DISHANT AHLUWALIA

(Accounts Executive)

E-mail-dishantwalia2805@gmail.com

Contact No:-9315624398

CAREER OBJECTIVE

- To get an opportunity where I can make the best of my potential and contribute to the organization's growth. I am a hardworking and dedicated person. I am an excellent team worker

WORKING EXPERIENCE

- **2 Years Work Experience Avg Logistics Pvt Ltd.**(As Operation Executive 1st July 2020 to 11th May 2022)

WORK PROFILE

- Lorry challan and Consignment note entry in Software daily basis
- Reporting taking details of daily lorry booking and collect pod from branches
- Collecting pod and lorry booking details entry in excel sheet daily basis.
- **Currently Working at A TO Z Logistics Ltd.**(As Account Executive Till date)

WORK PROFILE

- Making Tds report and check vendor pan no and check tds % by pan no
- Lorry Freight sleep advance or balance time entry in software
- Document verified and check tds declaration form lorry owner and maintain report excel sheet or records maintenance.

ACADEMIC QUALIFICATION

- **B.A pursuing** From swami vivekanand subharti university
- **Intermediate** From N.I.O.S 2020.
- **Matriculation** From N.I.O.S 2018.

TECHNICAL KNOWLEDGE

Knowledge in Computer Application:-

MS-Word / MS-Excel / MS- Power Point, MS-Window, Tally Prime, BNG

Software and Good Knowledge of Internet.

PERSONAL INFORMATION

Name : Dishant Ahluwalia
Father's Name : Late Rajendaer Ahluwalia
Date of Birth : 28th May 2001
Address : S-46 School Block Shakarpur Delhi 110092
Marital Status : unmarried
Language Known : Hindi & English.
Nationality : Indian
Strengths : Hard Worker, Adaptability, Fast Learner Etc.

DECLARATION

I Here By Declare that all the details furnished by me are true as per my best knowledge .

DATE :

PLACE :.....

(DISHANT AHLUWALIA)