

JAY PRAKASH KUMAR



Assistant Accountant | Commerce Graduate

■ 9031287203, 9430594219 | ✉ jayprakash.rxl@gmail.com | Raxaul, Bihar

Career Objective

To obtain a responsible position in an organization where I can utilize my accounting knowledge, computer skills, and experience to contribute to the company's growth while developing my professional career.

Key Skills

- Accounting Knowledge & Financial Records
- Computer Application (ADCA)
- Team Work & Independent Work Capability
- Honest and Hardworking

Work Experience

Assistant Accountant – Anand J. Prasad & Associates (Chartered Accountants), Machhali Bazar, Raxaul, East Champaran (01 July 2013 – 31 Aug 2018)

- Assisted in accounting work and financial records.
- Maintained office accounts and documentation.
- Supported tax and accounting related tasks.

Education	Board/University	Year	Division	Percentage
Matriculation	B.S.E.B., Patna	2004	2nd	57.14%
ISC	B.I.E.C., Patna	2006	2nd	46%
B.Com	B.R.A.B.U., Muzaffarpur	2009	1st	66.25%
M.Com	D.D.E., B.R.A.B.U., Muzaffarpur	2016	2nd	57.5%

Extra Qualification

Advance Diploma in Computer Application (ADCA) – Compu Point, Fatuha, Patna

Personal Details

Father: Dhruv Prasad | Mother: Sheela Devi | DOB: 01 March 1990

Gender: Male | Category: OBC | Nationality: Indian | Marital Status: Married

Languages: Hindi, English

Declaration

I hereby declare that the above information is true to the best of my knowledge.

Place: Raxaul Date: _____

Signature: Jay Prakash Kumar