


Aum Mistry

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Address: 802, API Tower
Near Boulevard Hotel Apartments.
Behind Nahda building
Al Nahda 2 Dubai

Summary

Motivated Accounting/Audit Assistant who is an excellent multitasker with exceptional communication and time management skills. Ingenious and likable candidate successful at managing multiple priorities with a positive attitude.

Work Experience

Account/ Audit Assistant -Yashmit associates LLP, Ahmedabad, India
February - July 2024

- Conducted audits for various clients, ensuring compliance with relevant financial regulations and standards.
- Managed bookkeeping tasks, including passing journal entries and recording financial transactions accurately.
- Prepared and filed taxation documents, including Income Tax, GST, and TDS, adhering to the latest tax laws and deadlines.
- Assisted in the preparation of financial statements and reports for clients.
- Collaborated with senior accountants and auditors to resolve discrepancies and ensure accurate financial reporting.

Education



The Maharaja Sayajirao University of Baroda, Vadodara

Master of Commerce, General Level Program 2023-2024

Mcom First Year, Semester-1- 60%

Mcom First Year, Semester-2 – 78%

Mcom Final Year, Semester-1- 70%

Mcom Final Year, Semester-2-70%

Cumulative Marks- 69.5%



The Maharaja Sayajirao University of Baroda, Vadodara
Bachelor of Commerce, Accounting and Finance 2019 – 2022



ACCA- THE ASSOCIATION OF CHARTERED CERTIFIED ACCOUNTANTS

Management Accounting 68% 01-11-2020
Business & Technologies 62 %, 01-11-2020
Corporate & Business Law 71%, 14-03-2021
Financial Accounting 82%, 14-03-2021



Vidhyut Board Vidhyalaya, Vadodara
Higher Secondary Examination 2018 - 2019

Skills:

- Leadership Experience
- Collaboration Talent
- Problem Solving Abilities
- Attention to Details
- Leadership & Teamwork
- Employee Loyalty & Integrity

Hobbies:

- Volunteer Management.
- Love to Learn New Things
- Interest in Reading Spiritual Book

Personal Details:

- Date of Birth: 21st May 2001
- Languages Known: English, Hindi & Gujarati
- Marital Status: Single
- Visa Status: Visit
- Passport No.: T1560998