


Name	:	Suraj Parewa	
Designation	:	Accountant Assistant	
Qualification	:	Postgraduate	
Experience	:	2 Years	

**Brief Details (about yourself):**

I am currently working as an **Accountant Assistant** at **ICFAI University, Jaipur**, with **2 years** of professional experience in the field of finance and accounting. I am skilled in handling day-to-day accounting tasks such as maintaining ledgers, processing invoices, managing payments, reconciling accounts, and assisting with audit procedures.

Over the past Six month , I have played a key role in ensuring the accuracy and efficiency of financial operations within the university. I am well-versed in accounting software, proficient in Microsoft Excel, and known for my attention to detail, discipline, and strong work ethic. My contributions support the university's commitment to transparent and efficient financial management

