



AMISHA JHA

Experience

April 2022 –Till Date

Accounts Executive - Sanjay Akanksha & Co., Chartered Accountants

Key Responsibilities

- Data feeding in Accounting Software Like Tally & Busy (final Accounts)
- Preparation of TDS Returns
- Preparation of GST-1 Returns
- Preparation of Income Tax Returns
- Tax Audit of various Clients

September 2019–March 2022

Accounts Trainee - Pawan Suman & Co., Chartered Accountants

Key Responsibilities

- Data feeding in Accounting Software Like Tally & Busy
- Preparation of TDS Returns
- Preparation of Income Tax Returns
- Tax Audit of various Clients

Education

- Post Graduate from M.J.P. Rohilkhand University
- Advanced Diploma in Information Technology (ADIT) from IT Computer Education
- Diploma in MS office 2013 from NIIT

Basic Information

Father's Name : Shri Amarkant Jha

Date of Birth : 05th September 1999

Nationality : Indian

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