

# Mandar Manohar Peje

Phone - +91 9325970337

Email - [mandarpeje@gmail.com](mailto:mandarpeje@gmail.com).

Residential Address: Akra Maruti Chowk, Oppo.Kulkarni Hospital, Shukrawar PethPune 411002.

## Summary

Ambitious Individual with hands-on fast-paced Tax, Account and Cost Services. Highly proficient in preparing GST, Income Tax returns and conducting Cost planning and research. Well-versed in Cost Accounting Standard and accounting pronouncements. Excited to launch career as Account/Tax/Cost Executive.

## IT Software & Skills

| Basic | Advanced                     | Professional                        |
|-------|------------------------------|-------------------------------------|
| SAP   | Winman                       | Tally Prime, XBRL, Excel, Word, PDF |
| TDS   | GST, Income Tax, Accounting, | Costing, Inventory Report           |

## Education

| QUALIFICATION                   | YEAR OF PASSING | INSTITUTION       | PERCENTAGE |
|---------------------------------|-----------------|-------------------|------------|
| Certified Account Manager (CAM) | 2022            | Nillaya Institute | 52.00%     |
| M.com                           | 2021            | Pune University   | 72.91%     |
| B.com                           | 2019            | Pune University   | 61.00%     |
| H.S.C                           | 2016            | Konkan University | 73.20%     |
| S.S.C                           | 2014            | Konkan University | 77.20%     |

## Experience

### Tax Accountant 07/2025 – Continue

#### CA Sachin Khandelwal & Co. Pune

- GST Registration & Return filling
- Udyam & Shop Act Registration
- Account Finalisation & Balance Sheet Preparation
- PTRC/PTEC registration and challan

### Account & Tax Executive 04/2025 – 06/2025

#### CA Zerdi & Co. , Pune

- Preparation & Filling individual ITR
- Drafting Email , Downloading & Reco of Form 26AS/AIS
- TDS return
- Accounting.

### Article Assistant 04/2023-03/2025

#### JNP & Associate, Pune

- Preparing Cost Audit Report,
- Cost Sheet preparation as IND CAS and taxation Laws,
- Cost Accounting of various industries (Sugar, Manufacturing, Oil, Iron, Machine Job Production, rubber, Hotel,Hospital),
- Activities such as Process costing, By-product, Contract costing, Product Costing
- Accounting of sales, Purchase and Bank statement,
- Other MCA activities (e-way bill, udyam, Shop Act, Professional Tax, DSC, etc.)

## Hobby

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Working in Farm, Playing Cricket, Singing Song.

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I hereby declare that the above given details are correct to the best of my knowledge.

Place: Pune

Signature

Mandar Peje