**Dipika K. Mehta**

4, Madhuben app.,

Behind municipal Scool,

Maninagar cross road,

Ahmedabad - 380008

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# Objective

I am eager to learn new things. If i get a chance to work with your company I will work hard.

# Education

## SSC | 2013 | GUJARAT BOARD

* **Percentage: 62%**

## HSC | 2015 | GUJARAT BOARD

* **Percentage: 64%**

## B.com | 2018 | GUJARAT University

* **First Class**

## M.com | 2020 | GUJARAT University

* **Second Class**

**LLB**

**Pursuing**

# Technical Skill

* Basic knowledge of Computer.
* Knowledge of MS office.
* Tally Work.

# Skills & Abilities

## Management

* I can manage all the work with calm nature.
* I can able to take difficult decisions.

## Communication

* I have a good and positive communication skill.

## Leadership

* I am good at team leadership.
* I also believe in team work.

# Experience

## Manubhai shah & co. | One year with GST WORK

**FREELANCE ACCOUNTING WORK IN TALLY RPIME** | **Six month**

# Personal details:

**Birth Date :** 22nd May, 1998

**Gender :** Female

**Marital Status :** Unmarried

**Language Known :** Gujarati, Hindi & English

**Nationality :** Indian

**Hobbies :** Reading, Listening Music.