



Staff Profile: **Gaurav**

Position:

Assistant Accountant Consultant



Qualifications:

- Masters of Accounting – Central Queensland University
- MYOB Advanced Course - QCT
- Bachelors of Management and Information Technology – Punjabi University

Experience:

I work as a Bookkeeper at Quinlan Consulting. My tasks are to focus on assisting the management team with the preparation and coordination of AP, AR, reporting, payroll and reconciliations. I perform payroll for clients and including superannuation, annual and sick leave. In addition, I deliver Intermediate and Advanced Excel training to Quinlan Consulting staff and the general public. I have backfilled an employee in AR, AP and Bank reconciliation using MYOB Exo for an import / wholesale company IMS International.

I completed a Project Financial Analysis Reporting role for Massey University and UNDP where I performed financial administration and data entry duties for the project team which was studying the relationships between adult financial competence and household wellbeing in indigenous rural communities in Fiji.

My Bachelors in Information Technology gives me an edge over other Accountants as I adapt to software quickly and have strong Excel and Access knowledge.

Personal Details:

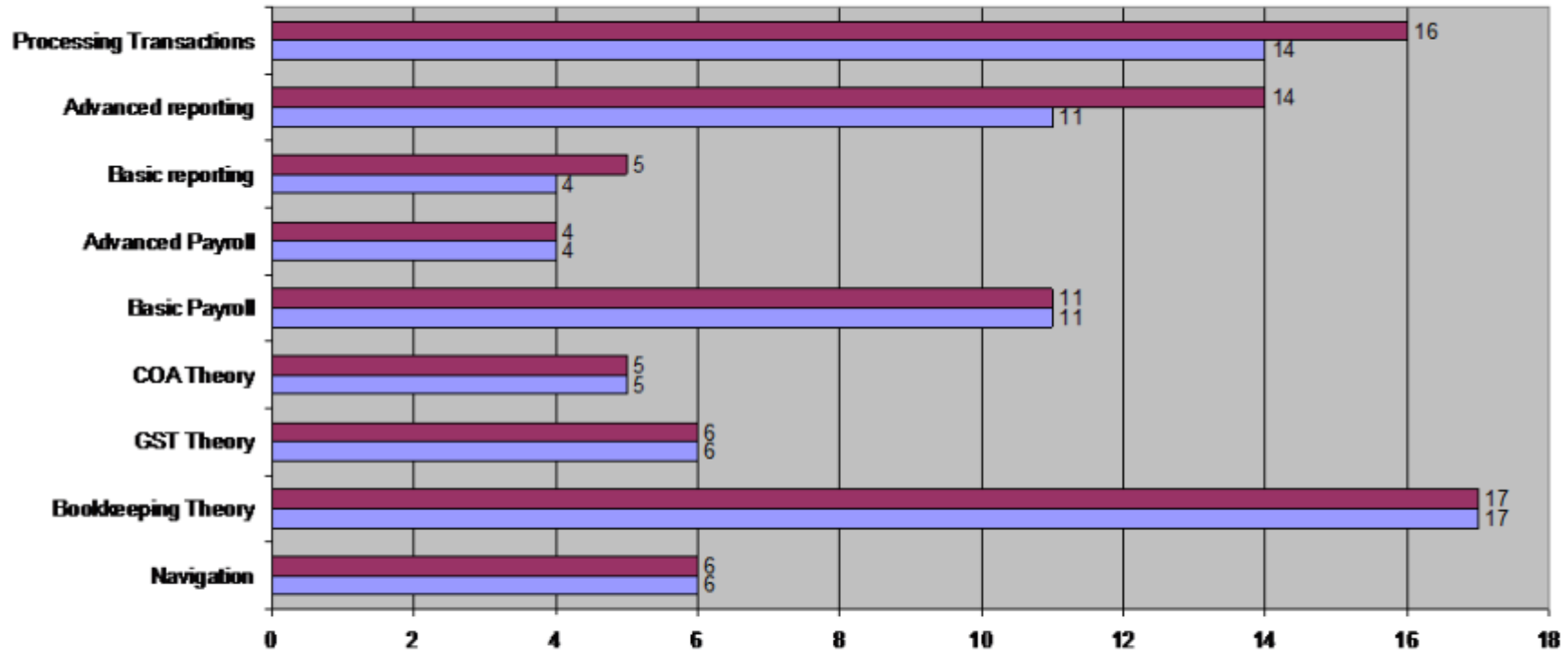
I live in South Yarra with a full Victorian driving licence. I seek a Fulltime role.

Exam results:

Quinlan Consulting test all new staff to ensure the consultants have the required experience and theory to undertake the role. **Gaurav's 93%** result (shown on the next pages) illustrates his outstanding ability to successfully complete the job criterion you have nominated.

Note: The exam is intended to be challenging. The 50% pass mark is designed to select candidates that have a solid working knowledge of MYOB and accounting theory.

MYOB Exam results



	Navigation	Bookkeeping Theory	GST Theory	COA Theory	Basic Payroll	Advanced Payroll	Basic reporting	Advanced reporting	Processing Transactions
■ Possible	6	17	6	5	11	4	5	14	16
■ Score	6	17	6	5	11	4	4	11	14

■ Score ■ Possible