

SATYAJIT SAHA

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Contact :8013559991



CAREER OBJECTIVE:

Intend to build with leading corporate of hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging & creative environment.

ACADEMIC QUALIFICATION:

DEGREE	NAME OF BOARD/UNIVERSITY	YEAR OF PASSING	MARKS
Graduate. (B.A)	W.B.N.S.O.U.	2012	47.5%
Higher Secondary	W.B.B.H.S.E	1999	48.8%
Madhyamik	.W.B.B.S.E.	1997	60%

COMPUTER SKILLS

- Operating System : WINDOWS 98/2000/XP/VISTA
- Others : MS OFFICE (MS Word, MS Excel,)
INTERNET.TALLY-ERP 9.

EXPERIENCE:

COMPANY	DURATION	COMPANY PROFILE	ROLE	DESIGNATION
G.R.Associates	2years	Chartered Accountant firm	Purchase/Sales Bill Entry in tally,	Jr. Accountant
Startronix	4years	Electrical Goods Manufacturing Company	Sales/Purchase, Cash book, Bank book (Tally & manual both), petty cash maintain, Prepared Tax Invoice, Prepared party payment, Day to day bill checked, Sales Tax Return filed, prepared Accounts finalized, Appeared Sales Tax Assessment Case, Appellate & Revision Board case etc.	Accountant

ELECTROSTAR SIGNALLING & POWER EQUIP.. PVT. LTD.	9 years	Manufacturing Unit –Railway Signalling & Electrical goods .	Sales/Purchase, Cash book, Bank book (Tally & manual both), petty cash maintain, Prepared Tax Invoice, Prepared party payment, Day to day Sales- Purchase bill entry & bill checked, Sales Tax Return filed, GST Return filed, Prepared accounts finalized Appeared Sales Tax Assessment Case, Appellate & Revision Board case etc.	Accountant Executive
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AREAS OF INTEREST:

- Playing Foot Ball.
- Going on adventurous trip.
- Learning more about different cultures and communities.

PERSONAL DETAILS:

- Father's Name : Late B.Saha.
- Address : 5/A, Hingon Jamadar Lane, Kolkata-700046. W.B.
- Nationality : Indian.
- Sex : Male.
- Date of Birth : 23rd, January, 1980.
- Languages known : English, Bengali, Hindi.

DECLARATION:

I consider myself familiar with above mentioned aspect. I am also confident of my ability to work in a team .I hereby declare that the information furnished above is true to the best of my knowledge.

Date: .

Place: Kolkata

Satyajit saha

(SATYAJIT SAHA)