

# MONOJIT MAJI



## Contact

### Address:

Vill - Tripurapur, P.O - Garbalia, P.S.-  
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711410

### Mobile:

7699750902

### Email:

Majimonojit88@gmail.com

## Languages

Bengali  
Hindi  
English

## Summary

Junior accountant specializing in tally. Experienced with tally, GST, excel, internet suffering, some knowledge of income tax and others.

## Skill Highlights

- Junior accounts management
- Strong decision maker
- Complex problem solver
- Creative knowledge
- Innovative
- Service-focused

## Experience

**Accountant:** - 10/2018 to still going.

**S. S. Associate in accounting farm,** Howrah

Cooperate with senior accountant to does the work perfectly. Clean work and specific, intuitive interactions and experiences.

- Purchase, sale, bank statement & any other entry in tally.
- Work with auditor to manage a complete & successful accounting file.
- Complete detailed GSTR-1, GSTR-3B, GSTR-4, GSTR-9 any other.
- Data entry in excel.
- Some knowledge of income tax and file ITR-1, ITR-4 & ITR-5.

## Education

Higher Secondary: 2014, **West Bengal Council of Higher Secondary Education.**

Bachelor of commerce: 2018, **Calcutta University.**

## Certifications

Complete of Diploma in Financial Accounting: **Tally ERP-9, Microsoft office**  
Pursuing of Certified Industrial Accountant (certificate): **Tally ERP-9,**  
**Word, Excel, GST, ACE (Accounting Software), Direct Tax.**