

ANUSREE SARKAR

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Seasoned finance professional with 8+ years (includes 3 years of Articleship) of strong experience in corporate finance, accounts, audit, taxation, across multiple industry segments. Held manager and finance executive roles across multiple organizations.

Committed to growth driven initiatives and building differentiation in services, across organizations, for which I have been recognized.

CA-Inter by education, SAP ECC 6.0 FI certified and trained in IFRS from E&Y.

EXPERIENCE

AUGUST 2018 – TO DATE

ACCOUNTS & FINANCE EXECUTIVE, WELKIN TELECOM INFRA PVT. LTD.

- Responsible for handling Income Tax Return, Tax Audit and other related requirements.
- Single point of contact with the Department of Income tax for the organization
- Supervising Invoicing, Trade Receivables and TDS Receivables

JUNE 2016 – JANUARY 2017

ACCOUNTS EXECUTIVE, P.C CHANDRA HOLDINGS PVT. LTD.

- Responsible for handling Income Tax Return, Tax Audit and TDS Compliances
- Team member of Taxation team of the company
- Preparation of Final accounts & Conducting Audit

AUGUST 2012 – AUGUST 2015

ARTICLE ASSISTANT, GUHA & MATILAL, CHARTERED ACCOUNTANTS

- Statutory audit, Tax Audit, Limited Review, Internal Audit,
- Transfer Pricing, Applicability & preparation of Schedule III,
- Accounts Receivable & Accounts Payable Ageing Analysis
- Preparation of budget and budgeted variances,
- Fixed Asset Register Preparation & Depreciation calculation according to Companies Act, 2013 and other assignments.

MARQUEE ASSIGNMENTS

Organization	Industry	Assignment
Chandra's' Green Project Limited (P.C.Chandra Group)	Hospitality	Accounts Receivable & Accounts Payable Ageing Analysis, Final Accounts Preparation
P.C.Chandra Financial Services Private Limited (P.C.Chandra Group)	N.B.F.C	Statutory Audit, Tax Audit, VAT Audit
Erevmax Technologies Pvt. Ltd.	IT	Statutory Audit, Tax Audit
ICRA Techno Analytics Ltd (ICRA Group)	IT	Accounts Receivable & Accounts Payable Ageing Analysis, Internal Audit, VAT Audit, Transfer Pricing
ICRA Online Limited (ICRA Group)	KPO	Internal Audit, Transfer Pricing
Jangipur Bengal Mega Food park Limited	Food Processing Industry	Statutory Audit, Limited Review
Corporation Bank	Banking Sector	Branch Statutory Audit
Bridge & Roof Co. Ltd	Government Company	Statutory Audit, Tax Audit
Bartaman Pvt. Ltd	Printing Media	Fixed Asset Register Preparation and Certification on Depreciation Calculation according to Companies Act, 2013 at the time of Law's commencement.

NOVEMBER 2007 – OCTOBER 2009

MANAGER – MIS, Vivekananda Sevakendra O Sishu Uddyan (VSSU)

- As Manager MIS : Data Management for 15 branches and generation of MIS reports (Excelapplication)
- As Regional Manager : Overall supervision of five branches, interactions with clients and prospects about products, selective loan assessments to enhance the quality of the business ingrassroots level in both individual and group models of Micro Finance

EDUCATION

2018

SAP ERP FINANCIAL ACCOUNTING, VERSION ECC 6.0 EHP 7

Score: 70%

2010 - 2014

CA-INTERMEDIATE, INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

Score: 52.6%

2004 – 2007

BACHELOR OF SCIENCE, LADY BRABOURNE COLLEGE, UNIVERSITY OF CALCUTTA

Score: 46.4%

2002 - 2004

HIGHER SECONDARY, WEST BENGAL COUNCIL OF HIGHER SECONDARY EDUCATION

Score: 78.9%

2002

SECONDARY, WEST BENGAL BOARD OF SECONDARY EDUCATION

Score: 80%

SKILLS

- Extremely strong in corporate finance and taxation
- Strong hands on financial auditing skills
- Superior IT skills in SAP FI
- Hands on experience in accounting software - Tally and Busy
- Strong analytical skills and ability to complete tasks on time
- Strong leadership skill and ability to handle teams and liaison with multiple stakeholders

PERSONAL DETAILS

Date of Birth : 22nd June 1986
Marital Status : Married
Language : English, Bengali, Hindi
W/O : Mr. Sudipto Ghosh
Address : 7, School Road, Nalta, Dumdum, Kolkata- 700028
Passport No : L5335887