



Ashim Debnath

Job Objective

To build career in the area of Finance in an organization this promotes learning and career growth .So as to fully exploit my functional, analytical and educational capabilities for the benefit of the organization and to deliver above expectation.

Professional Snapshot

- CFAS (Certificate in Financial Accounting System) complete in 2006 from Chuchura Youth Computer Training Centre in 2006 under Govt. of West Bengal.
- CIAP (Certified Industrial Accountant Plus) course from ICA Institute at Karol Bagh Delhi.

Core Competencies

- ✓ Possess good communication and inter-personal skills
- ✓ Have the ability to work under pressures and meet deadlines
- ✓ Strongly believe in teamwork.
- ✓ Capable of adapting to dynamic situations.

Computer literacy

- ✓ Done TALLY 7.2 ver. Course from Chuchura Youth Computer Training Centre in 2006.
- ✓ Have the working knowledge of **MS WORD, MS EXCEL, and TALLY 7.2 and TALLY 9.1 Erp.**

Working experience Highlights

Company Name :- **HDFC Bank Ltd.**
Period From :- **25/07/2018 to till now.**
Designation :- **Transaction Assistant**

Company :- **Excel Printers Pvt. Ltd., IMT Manesar, Sector-7, Phase-II, Plot No. 317, Gurgaon, Haryana-122050**

Period :- From April-2012 to June-2015.

Designation :- Sr. Accountant

Company Profile:- Leading offset printing job work company. Our valued customers are Vodafone India Ltd., Samsung Electronics India Ltd., Idea Cellular, Aircel Ltd.

Job Profile :- Our accounting team consisting of three members including me are responsible for all factory related accounting function.

- Maintaining of all accounting core accounting activities, Shuttle worth ,Tally ERP-9 Version.
- Processing of all Sales Invoices.
- Preparation of Sale Tax return.
- Preparation of Salary & Wages Sheets through Excel.
- Handling and Issuance of Sale Tax Form-C .
- Maintain Form G register of Salary as per Haryana Act.
- Compliance of all PF & ESIC related job.
- Handling of Treasury function with banking related job and reconciliation.
- Preparation of MIS report as per Local Management Requirement.

Company :- **I. V. Enterprises Pvt. Ltd., Udyog Vihar, Phase-4, Gurgaon, Haryana.**

Period :- From May—2007 to March-2012.

Company Profile:- Authorized Sales & Service centre of World renowned Genet company “Cummins Generator Technologies India Ltd. and Kirloskar Electric Company Ltd”.

Designation :- Account Executive

Job Profile :- Myself and my account manager (Two members team) are the responsible for all Accounting function of the unit.

- Preparation of all Sale & Servicing Invoices.
- Preparation and Disbursement of Salary & Wages sheet.
- Processing of accounting entries in the books of accounts.
- Compliance of all statutory requirements including of Sales Tax and Payroll.
- Handling of treasury function with banking related job and reconciliation.
- Monitoring of inventory control.

Educational Qualification

Bachelor of Commerce from Burdwan University of West Bengal in the year of 2005.

Personal details

Father	:-	Sh. Ajoy Debnath, Businessman
Date of Birth	:-	15 th July, 1984
Marital Status	:-	Married
Family Status	:-	I have a Daughter
Languages Known	:-	English, Hindi & Bengali
Interest and Activities	:-	Learning and enhancement of computer functional knowledge.
Present Address	:-	Mr. Ashim Debnath, Vill-Jirat Chakrabortti Para, Po-Jirat, P.S.-Balagarh, Dist-Hooghly, West Bengal-712501

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