

TUHIN MOHANTO

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68/2/B Dewangazi Road P.O-Bally,Dist-Howrah, Pin-711201



OBJECTIVE

Interested to work in an organization that will allow me professional growth & give me a rewarding career for which I am ready to make the best use of my skills & qualities.



PERSONAL DETAILS

Date of Birth : 06/11/1985

Marital Status : Single

Nationality : Indian



SKILLS

Accounting, MIS reporting, Customer service, Problem solving, Computer skills-Tally ERP, SAP,Opera, Symphony,Class, Share pro,Ms office



INTERESTS

Playing cricket

Watching movies



LANGUAGE

English

Hindi

Bengali



ACHIEVEMENTS & AWARDS

Awarded by Certificate of Appreciation (2014-15) from BMA Wealth Creators Ltd



EXPERIENCE

March'2020 -
Continue

ITC Ltd-ITC Royal Bengal

Finance Executive

Handling daily basis
accounting entries

Prepare BRS & other Financial
statement

Maintain Mis reports(use
advance formulas)

Accounts Receivable
activities

Accounts payable activities

Taxation work(GST & TDS)

Billing & Day Audit activities

Aug'2018 - Jan'2020

Mahindra and Mahindra Financial services Ltd

Branch Accountant

Handling Loan Account

Handling cash functions

NOC and RC issued to
customer

Admin & other credit
activities

Prepare Mis reports

May'2011 - Aug'2018

BMA Wealth Creators Ltd

Senior Executive

Handling daily accounting

Demat Billing

Vendor Payment release

Prepare BRS

Prepare Mis reports

Customer service

Aug'2008 - Apr'2011

Wave Technology

Account Assistant

Working as a Faculty with
knowledge of softwares like
Tally, Fact and MS office



EDUCATION

2015

Symbiosis

Post Graduate Diploma in Business
Administration(Finance)

2007

Calcutta University

B.com(H)

2004

WBCHSE

H.S (12th standard)

2002

WBBSE

Secondary (10th standard)

2008

Diploma in Financial Accounting