

SOURABH DAS

C/O- LATE BASUDEB DAS,

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3/1, KEDARNATH MUKHERJEE LANE

P.S- SHIBPUR, P.O – B. GARDEN

PIN-711103

OBJECTIVE

Enthusiastically work for an organization for its development and enhance my own skills and knowledge.

ACADEMIC QUALIFICATION

B.COM (H) from Calcutta University with 42% in the Year 2015

Higher Secondary Exam in Commerce Stream from WBCHSE with 64.2% in the Year 2012

Secondary Exam from WBBSE with 60% in the Year 2010

WORK EXPERIENCE

- ❖ Worked as Account **executive** with **Megamart vyapaar private Limited from September 2016 to June 2017**

- **Bill Maintenance of Tally**
- **Cash Book**
- **Stock Report**
- **Way bil**
- **Accounting Entry**

WORK EXPERIENCE

- ❖ Worked as an **Executive** (Audit & Taxation) with **M/S S.P.Chatterjee & Co.** Chartered Accountants, Kolkata for its various clients, from July 2017
 - Conducting Audits
 - Finalizing Accounts
 - Filing Income Tax
 - Filing Tax Audit
 - Filing 26QB AND 26QC
 - Filing quarterly e-TDS return
 - Finalizing Tax Computation
 - Filing e-TDS Returns and generating e-TDS Certificates.
 - Filling Provident Fund and ESIC monthly returns.
 - Generating Foreign Remittance Certificates (FORM 15CA and FORM 15CB)
 - Goods and Service Tax return

COMPUTER SKILL

- Tally ERP. 9
- Diploma in Financial Accounting (Tally, FACT, ACE, Analyst)
- Diploma in Computer Application (M.S Word, Excel, Power Point, Outlook, Access)
- Advance Excel, Advance Accounts of **ICA Eduskills Pvt. Ltd**

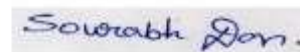
PERSONAL INFORMATION

Father's Name	: LATE BASUDEB DAS
Date of Birth	: 17/12/1993
Marital Status	: Single
Sex	: Male
Nationality	: Indian
Category	: General

Religion	: Hinduism
Language Known	: English, Bengali, Hindi
Interests	: Computer, Music, photography, Traveling
Strengths	: Good Learner, Smart Worker, Good Team Worker, Honest
Aim	: To Achieve Success by Dent of Will Power, Determination and Sustained Hard Work.

I, **SOURABH DAS**, hereby declare that all the information given above is true and correct to be of my knowledge and belief and I hold the responsibility of its authenticity.

Place: **Howrah**



Date: 17-11-2022

(SOURABH DAS)