

Subhashis Kumar Bag

Mobile: 8910585911 | **Email:** bag.subhashis@gmail.com | **Location:** Kolkata

Productive employee with proven track record of successful project management and producing quality outcomes through leadership and team motivation. Works with clients to determine requirements and provide excellent service

Professional Experience

Company: Janakalyan Financial Services Pvt Limited
Designation: Asst. Manager – Finance & Accounts

(June 2019 – Present)

- Every Day Cash and Bank Balance Checking of Every Branch; Tally with System and Tally of Cash and Bank and Co-ordinate with Branch.
- Branch handling for daily cash collection.
- Developed team communications and information for meetings.
- Scheduled weekly projects, anticipating timelines for milestones and completion dates for payment to lender.

Company: Contemporary Industries LTD.
Designation: Junior Accountant

(Aug 2018 – May 2019)

- Sales Bill, Purchase Bill, Payment, Receipt, Journal, BRS.
- GST Return (GSTR 1 and 3B) monthly basis.
- Client Handling for solving the purchase order.

Company: Aspa & Co. (CA Firm)
Designation: Accountant

(Aug 2017 – Aug 2018)

- Sales Bill, Purchase Bill, Payment, Receipt, Journal, BRS (on Daily basis).
- GST Return (GSTR 1 and 3B) monthly basis.
- Client Handling (8 clients).
- Income Tax Computation and Return of my own Individual clients.

Company: Prantik Roy & Co. (CA Firm)
Designation: Accountant

(Mar 2017 – Aug 2017)

- Sales Bill, Purchase Bill, Payment, Receipt, Journal, BRS (on Daily basis).
- GST Return (GSTR 1 and 3B) monthly basis.
- Client Handling (2 clients).
- Income Tax Computation and Return of my own Individual clients.

Education

- B. Com (University of Calcutta) (2012).
- M. Com (IGNOU) (2018).
- Executive MBA in Finance (IISWBM) (2023).

Additional :

- Computer Based Financial Accounting on Tally and Advance Excel (Brainware in Collaboration program with Jadavpur University) (2017).
- For my MBA thesis paper on about Indian Banking System in Future Time an Empirical Analysis and Assignment on about Henry Fayols 14 Principals of Management.

Hobbies

Playing Cricket, Badminton, Reading Books, Painting, Photography.

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Date :