

# CURRICULUM VITAE

NAME: - SANTOSH KUMAR SHAW  
ADDRESS: - 38/140/38, Dr. B.R AMBEDKAR SARANI  
ROAD, MOREPUKUR, RISHRA (Near Brahmanand  
School)PO -RISHRA, DIST: -HOOGHLY (W.B)  
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## OBJECTIVE: -

I am a person consisting with a creative mind holding a strong desire to learn more. I do have my own optimistic views which help people properly.

## EDUCATION QUALIFICATION:

NAME OF EXAM PASSED	BOARD/COUNCIL/UNIVERCITY	YEAR OF PASSING	DIVISION
MADHYAMIC	W.B.B.S. E	2009	2 <sup>ND</sup>
HIGHER SECONDARY	W.B.C.H.S. E	2011	1 <sup>ST</sup>
B.COM(H)	C.U	2015	2 <sup>ND</sup>
M.com	C.U	2018	2 <sup>ND</sup>

## PERSONAL QUALIFICATION:

- ✓ SOFT SKILLED DEVELOPMENT (FROM RAMAKRISHNA SILPAMANDIRA COMPUTER CENTER)
- ✓ CA(CPT) + IPCC (1<sup>ST</sup> GROUP)
- ✓ CERTIFICATES OF ADVANCE FINANCIAL ACCOUNTING(CFA) FROM BELURE MATH

## PERSONAL PROFILE:

FATHER'S NAME: - SRI KAMESHWAR SHAW  
DATE OF BIRTH: - 31<sup>ST</sup> DECEMBER,1992  
AGE: - 30 YEARS  
MARITAL STATUS: - MARRIED  
NATIONALITY: - INDIAN  
RELIGION: - HINDU  
CATEGORY: - GENERAL  
LANGUAGE KNOWN: - HINDI, ENGLISH, BENGOLI  
CONTACT NO: - **7278797047/7980073772**

HOBBYS: -

PLAYING GAMES, LISTENING MUSIC, STUDY ETC.

EXPERIENCE: -

1: - 5 Year Experience at School (**Rishra Swatantra Hindi Vidyalaya**,) (2015 TO 2020)

2: - 6 Month Accountant at **Perfect Creation India Pvt. Ltd.** (14-02-2014 To 5-08-2014)

3: - SAP Operator at **Aditya Birla group of companies at Rishra (Jaya Shree Textiles)** (12-12-2014 To 3-06-2015)

4: - ACCOUNTANT at **SHREE RADHEY & SHANKAR HOSIERY**, Kolkata, Bara bazar (02-08-2015 To 30-06-2018)

5: - ASSISTANT ACCOUNTANT at **MAA SARADA LIFE STYLE**. (1.7.2018 TO Till Now) (Knowledge Making Entry of Yarn Purchase, Knitting and Dyeing. Dealing with Printers, Makers and Labor Payments, Salary Slip Creation, Handling with Debtors & Creditors, BRS Related Works, Purchase, Sales Entry, IRN Generation, E-way Bills, Debit & Credit Notes Entry, Sales order, Delivery order, Packing Slip, GRN (Goods Receiving Notes), Stock Maintenance of Difference Godown, Dealing with Transporter for LR copy and Payments and Many More)

6: - SOFTWARE KNOWLEDGE-TALLY, BUSY, LOGIC, IP SMART ACCOUNTING SOFTWARE ETC.

**COMPUTER KNOWLEDGE:** - CERTIFICATE OF ADVANCE FINANCIAL ACCOUNTING.

I have done my Computer Knowledge from RAMAKRISHNA SHILPAMANDIRA COMPUTER CENTER. (BELUR MATH)

<b>BASIC KNOWLEDGE</b>	MS-WORD, MS- OFFICE, MS-WINDOWS, EXCEL, ACCESS, POWER POINT
<b>TALLY. ERP9</b>	MANUFACTURING, TDS, VAT, EXCISE DUTTY, CST, PAYROLL, JOB COSTING, CST, SERVICE TAX ETC, PURCHASE & SALES BILL CREATION, DEBIT & CREDIT NOTES, STOCK, MATERIAL CREATION, PARTY PAYMENTS, DEBTORS & CREDITORS HANDALING AND MANY MORE.
<b>FACT</b>	MANUFACTURING, VAT, TSD, JOURNAL, EXCISE DUTTY ETC.
<b>ACE</b>	INVENTORY, VAT, CST, TAXATION, MANUFACTURING, RECTIFICATION, ETC.
<b>BUSY</b>	PURCHASE ORDER, SALES ORDER, MANUFACTURING, VAT, MULTI VAT, AND VARIOUSTHINGS

DATE: -

SIGNATURE

PLACE: -