

## **SARVESH KUMAR**

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### **OBJECTIVE:**

To obtain a position in a team-oriented environment that will utilize my skills and offer substantial career growth.

### **EDUCATIONAL QUALIFICATION**

1. B.com (H) from Magadh University. Patna (1997)
2. M.com from VMU, DDE, Salem, Tamilnadu (2012-14)

### **PROFESSIONAL QUALIFICATIONS**

1. MBA (Finance) from IMTCDL, Gazaiabad.
2. CA (Inter) (Gr I, 70% in Accountancy) (Gr II) (Income Tax was exempted) from the ICAI.

### **WORK EXPERIENCE**

#### **1. Article ship from M/S Rajeev Ranjan & Associates, Patna (March 1998 to May2000)**

- Revenue audit of banks
- Stock Audit of Central Coalfields Limited
- Audit of Various Govt. Bodies. E.g. BPSC, BSSB, APMC
- Audit of NGOs

#### **2. Worked as Course Coordinator and Asst. CM manager for IMT Ghaziabad in Patna ( June 2000 to July 04)**

- Handling and guiding the course at the center
- Managing the center in absence of CM.
- Taking Classes of financial Management & Accounting, Taxation.

#### **3. Worked as Team Leader in Quick Financial Services Private Ltd, New Delhi (Aug. 04 to Nov 05)**

- To conduct & manage various Audits of Bharti Tele Ventures LTD. New Delhi.
- To super wise and audit of the post paid customers of Airtel for dues.
- To coordinate with the Finance officer of Airtel for the same.

#### **4. Worked as Project Manager in INFRASTRUCTURE PROFESSIONAL ENTERPRISES (IPE) New Delhi, in Patna (on SM Net Programmed for Polio Eradication in Bihar) for UNICEF. (Nov 05 to May, 06)**

- Representing IPE as Project Manager
- Managing the team of UNICEF for financial matters
- Responsible and authorized for disbursing Salary to the entire team

- Supervising the Audit Team in 23 districts of BIHAR
- Co-ordination with UNICEF office at Patna

**5. Worked as Senior Faculty & Course Coordinator for NIFA R.O., Patna (From June 06 to July 07).**

- Managing Course and Classes
- Taking classes of Financial Accounting, Taxation, Cost Accounting, Management Accounting etc.
- Coordination with H.O. for the Course

**6. Worked as Academic Manager for National Institute of Finance and Accounts, Jaipur for Bihar And Jharkhnad (Aug. 07 to Oct. 10)**

- Visiting nine centers of NIFA on regular basis to streamline academics & to maintain the quality as the course designed
- Recruiting the entire team of academics in the regions
- Providing Academic Training to the newly joined faculty in regions
- Providing classes to faculty of different centre on regular basis at regional office Patna
- Academic support to the entire center in the regions.
- Providing software training to concern faculties on Compu Tax, Compu TDS, Udyog Excise.

**7. Worked as Accounts faculty for a leading 10+2 school in Patna affiliated to CBSE (from Nov.10 to July 2012)**

**8. Working as Finance and Accountancy Faculty in CYBOTECH CAMPUS, An IT & Management College, Boring Patliputra Road, Patna (From August 12 to till date)**

**COMPUTER PROFICIENCY :** MS Office, Tally.

**References**

1. Mr. Ratish Nath (09693173952)  
(Campus Head, Boring Road, Patna)  
Everron Education Pvt. Ltd.

2. Mr. Gyanendra Murarib (9570779745)  
(Regional Manager,Bihar)  
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**Personal Profile**

Date of Birth	: 13 <sup>th</sup> Jan.1977
Father's Name	: Shri Laxman Pandey
Nationality	: Indian
Marital Status	: Married
Language Known	: Hindi, English, Local
Hobbies	: Writing Poems, Listening to Music,

Date:-27/09/13

Place: - Patna

(Sarvesh Kumar)