* **CURRICULUM VITAE**



**BIKASH KUMAR SINGH**

**1002,S.K. NAGAR**

**Rishra, Hooghly. Pin-712249**

**Mobile**: **9883545511**

## Mail id: bikashsinghjee@gmail.com

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| CAREER OBJECTIVE |

To be a part of an organization where I can grow in terms of knowledge, skills and attitude and put to an effective use my analytical abilities and professional competence in the areas of Accounting, Finance, Taxation & Auditing so as to align self development with organizational development.

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| ACADEMIC PROFILE | | | | | | | | |
| Standard |  | **University/Boar**  **D** | **Name of the College/School** |  | **Year of**  **Passing** |  | **Percentage**  **Secured** | |
| B.Com (Hons) |  | Calcutta  University | Umeschandra College |  | 2012 |  | | 55% |
| H.S. (10+2) |  | West Bengal Board  Of Higher  Secondary  Education | Rishra Vidyapith High School |  | 2009 |  | | 74% |
| Madhyamik (10th Standard) |  | West Bengal Board  Of Secondary  Education | Rishra Vidyapith High School |  | 2007 |  | | 69% |

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| PROFESSIONAL QUALIFICATION |

* CA Inter Group-I Passed

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| PERSONAL STRENGTHS |

* Accounting and system knowledge.
  + - Good analytical and drafting skills.
    - Good convincing and communication skill.
    - Ability to meet out deadlines and Team work.

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| TECHNICAL KNOWLEDGE | TRAININGS ATTENDED |
| * Possessing knowledge in Tally ERP * MS Office and E-Filling * Knowledge of Internet & E-Mail Operations | * Training General Management & Communication Skill and Orientation Programme at I-Lead * Practical Computer IT Training |

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| WORK EXPERIENCE | |  |
| * Worked Experience of Three Years in a Chartered Accountant Firm |  | * Concurrent Audit of **Allahabad Bank , UBI & Gramin Bank** * Statutory Audit **Bank of India.** * Internal Audit of **HUL ,** **WBSEDCL , CMOH (Health) &**   **Ram Narayan Ram Forex and travels Pvt. Ltd.**   * Company Audit Of **Vibgyor Commercial Service Pvt Ltd.** * **Primary school** Audit |
| * Worked as Junior Accountant and Financial Analysist in Private Company for 6 months |  | * Consolidation of day-to-day Accounts in Tally ERP * Preparing Credit Materiality Analysis (CMA) * Handling Individuals Returns and Audit |

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| PERSONAL PROFILE |

**Name :** Bikash Kumar Singh

**Father’s Name :** Mr.Paras Nath Singh

**Date of Birth** **:** 14th January 1992

**Language Proficiency :** English, Hindi and Bengali

**Hobbies**  **:** Listening music, Playing Cricket & Football

**Last Draw Salary** **:** Rs.14000 pm

I do hereby declare that all the above mentioned statements are true to the best of my knowledge and belief.

**Dated: Place: Kolkata (Bikash Kumar Singh)**