

# RESUME



## **Manoj Kumar Chatterjee**

**Mobile No:** 7003549361

**Email-ID:** [manojchatterjee9001@gmail.com](mailto:manojchatterjee9001@gmail.com)

**Address:** 19/A/14, Kazipara, Baidyabati, Hooghly.

### Career Objectives:

Seeking a challenging opportunity in an Organization to excel and grow along with the organization by utilizing my knowledge and acquired skills towards fulfillment of organization vision.

### Academic Background:

- **Bachelor of Commerce (honors)** from Calcutta University with **78%** marks. (2022)
- **Higher Secondary** from Banamali Mukherjee Institution under WBCHSE board with **85%** marks.(2019)
- **Matriculation** from Banamali Mukherjee Institution under WBBSE board with **67%** marks.(2017)

### Key Skills:

- Basic Knowledge of accounts, taxation and GST.
- Experience in using accounting software like Tally.
- Knowledge in MS excel, Word and Power point.

### Personal Information:

Date of Birth : 30<sup>th</sup> Dec, 2000.

Marital Status : Unmarried

Gender : Male

Hobbies : Reading books, listening to music

Father's Name : Manik Chatterjee

Languages Known: Bengali, English, Hindi

Nationality : Indian

Religion : Hindu

### Declaration:

I hereby affirm that all the above-furnished details are true to the best of my belief and knowledge.

Place:

Date:

Signature