**CURRICULAM VITAE**



**Ramashankar Tiwari**



86/A, B.B. Talla Road Hazinagar



PO – Hazinagar, Dist.: - North 24 Parganas,



Pin: 743135, PS: Naihati



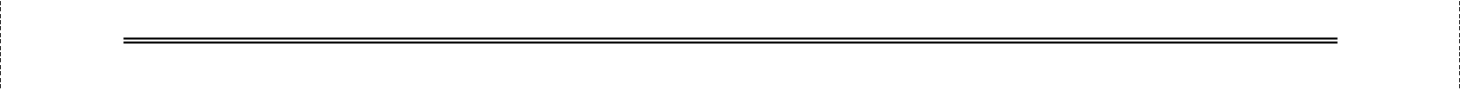
Contact No. ***+918961251861***



***E-mail***: [***Tiwarirama02@Gmail.com***](mailto:Tiwarirama02@Gmail.com)



***OBJECTIVE: -***



*To efficiently utilize and improve my acquired knowledge and skills in the challenging and competitive fields or environment which can contribute for the progress of Organization, which offers the professional growth while being resourceful, innovating and flexible.*



***EDUCATIONAL QUALIFICATION: -***



|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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|  | ***Examination*** |  |  | ***Board/ University*** |  |  | ***Institutes*** |  |  | ***Year of Passing*** |  |  | ***Div.*** | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  | ***1st Div.*** | | |  |
|  | ***Madhyamik*** | |  | ***W.B.B.S. E*** | | ***Hazinagar Adarsh*** | | |  | ***2011*** |  |  |  |  |  |
|  |  |  |  |  |  | ***Hindi Vidyalaya*** | | |  |  |  |  |  |  |  |
|  | | |  |  | |  | | |  |  |  |  | | |  |
| ***Higher Secondary*** | | |  | ***W.B.C.H.S. E*** | | ***Hazinagar Adarsh*** | | |  | ***2013*** |  | ***1st Div.*** | | |  |
|  |  |  |  |  |  | ***Hindi Vidyalaya*** | | |  |  |  |  |  |  |  |
|  |  | |  |  | |  | | |  |  |  |  | | |  |
|  | ***B. Com*** | |  | ***University of*** | | ***Kanchrapara*** | | |  | ***2017*** |  | ***2nd Div.*** | | |  |
| ***(Accountancy)*** | | |  | ***Kalyani*** | |  | ***College*** | |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
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|  | ***Vocational*** | |  | ***W.B.S.C.V.E. T*** | | ***Madral Sriram*** | | |  | ***2019*** |  | ***1st Div.*** | | |  |
|  | ***(Electrician)*** | |  |  |  | ***Vidhyapith*** | | |  |  |  |  |  |  |  |
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|  | ***M.Com*** | |  | ***IGNOU*** | |  | ***IGNOU*** | |  | ***2023*** |  | ***2nd Div.*** | | |  |
| ***(Accountancy)*** | | |  |  |  |  |  |  |  |  |  | ***(Still waiting for*** | | |  |
|  |  |  |  |  |  |  |  |  |  |  |  | ***Update Result)*** | | |  |
|  |  | |  |  | |  | | |  |  |  |  | | |  |
|  | ***MBA*** | |  | ***Symbiosis Skills*** | | ***Symbiosis*** | | |  | ***Appearing*** |  | ***Appearing*** | | |  |
|  | ***(Finance)*** | | ***and Professional*** | | |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  | ***University*** | |  |  |  |  |  |  |  |  |  |  |
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* Job Responsibilities: -
* *Delegating tasks according to skills and experience.*
* *Making reports and concern to Manager.*
* *Day to day Stock maintain.*
* *Making Debit Note, Credit Note, Voucher Entry with GST*
* *Preparing MIS Report & Present it to proper Authority.*
* ***Skills: -***
* *MIS*
* *Dispatch*
* *Tally ERP.*
* *Supply Chain Management*
* *ADFA (Advance Diploma in Financial Accounting)*
* *Coral - ERP.*
* ***Professional Experience: -***
  + **Maan Steel & Power Ltd.**





***Company Profile* –**

*Maan Steel & Power Limited is a non-government company, incorporated on 09 Jul, 2003. It's a public unlisted company. Maan Steel & Power Limited is majorly in Manufacturing (Metals & Chemicals, and products thereof) business from last 20 years and currently, company operations are active.*

***Duration****:* *May 2019 to March 2020*



***Designation:*** *Jr. Officer*



***Department:*** *Commercial*

* Job Responsibilities: - (MIS)

Day to day maintain Production & Consumption Report like Sinter, MBF

Day to day maintain stock

Making Dispatch, Screening, Washing and Received Material Report.

Per day maintain record as per party wise

Day to day maintain DUCTRINE IRON PIPE Stock Check



* **Jai Balaji Industries Ltd.**

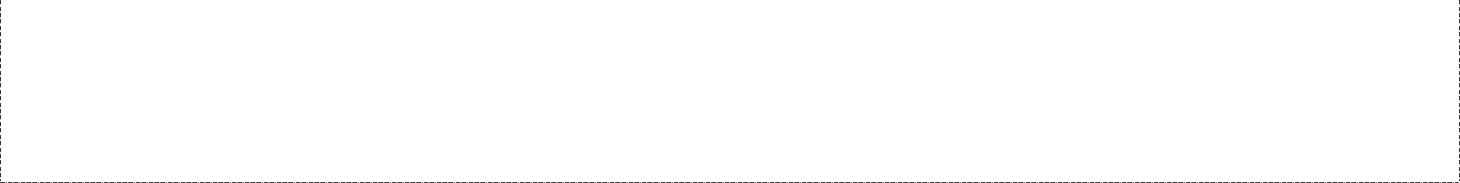


***City* –** *Kolkata, Durgapur (West Bengal)*



***Company Profile* –** *Having eight integrated steel manufacturing units spread across India in the states of West Bengal, Chhattisgarh, Orissa and Jharkhand, and a diverse portfolio of value-added products including DRI (Sponge iron), Pig iron, Ferro Alloys, Alloy and Mild Steel Billets, Reinforcement Steel TMT Bars, Wire Rods, Ductile Iron Pipes, and Alloy and Mild Steel Heavy Rounds etc.*



**Duration***:* *April 2020 to Till Date*

***Designation:*** *Officer*



***Department:*** *Commercial*



* Job Responsibilities: - (Account Excise Executive)

\* Day to day Check Stock (Purchase Stock)

\* Making Debit & Credit Note

\* Monthly Stock Auditing Likes – Iron-Ore, Sinter, Coal, DIP- Socket, DIP-Barrel

\* Making production and Consumption Report and Check it Day to day wise

\* Various Type of Voucher Entry, GRN, Job Work, Stock Transfer and Dispatch Record.

\* Submit the various type of Report to my HOD (Commercial Head)

* ***Personal Profile: -***



***Name:***



***Date of Birth:***



***Gender:***



***Languages:***



***Marital Status:***



***Nationality:***



***Religion:***



*Ramashankar Tiwari*



*31st July 1994*



*Male*



*Hindi, English, Bengali*



*Unmarried*



*Indian*



*Hindu*



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| --- | --- | --- | --- |
| ***Date:*** |  | ***Yours Faithfully*** |  |
| ***Place:*** | *(Ramashankar Tiwari)* | | |
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