

**RESUME**

**SAUVIK SAMANTA**

**Mobile no.: +91-8100860600**  **Address: 15/2/H/5 Sri Nath**

**Email id: sauviksamanta10@gmail.com Mukherjee Lane, Ghughudanga,**

**Passport no.: M 3861233 Chitpur, Kolkata.**

**Driving License: INDIA West Bengal-700030.**

**Motor Vehicle & Light Motor Vehicle. INDIA.**

|  |
| --- |
| **Career Focus:** |
| * To work in the industry that develops synergy between technology, systems and human resources that meets quality and performance. * To learn functions effectively in an organization and constantly upgrade my knowledge and skills and to fulfill the objective of the organization. |

**Professional Qualification:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Level** | **Institution** | **Passing Year** | **Result** |
| Common Proficiency Test (CA-CPT) | Institute of Chartered Accountants of India |  |  |

**Academic Qualification:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Passing Year** | **Class** | **Name of Institution** | **Board/University** | **Result** |
| 2007 | 10th | Maria’s Higher Secondary School of Studies, Chirimiri  Chhattisgarh. | State Board  C.G.B.S.E |  |
| 2009 | 12th  (Commerce) | Sri Sankara Vidyalaya  Sector-10, Street-2, Bhilai  Chhattisgarh. | C.B.S.E |  |
| 2013 | B.Com  (Honors In Accounts & Finance) | Calcutta University,  West Bengal. | Calcutta  University |  |

|  |
| --- |
| **Technical Skills:** |
| * Tally ERP * MS- Word, MS Excel, MS Power Point, Internet, MS- Outlook, Intranet, Citrix. * Completed 100 hours Course of IT Training under ICAI (Institute Of Chartered Accountants Of India). * Completed 35 hours Course of Orientation Training under ICAI (Institute Of Chartered Accountants Of India). |

|  |
| --- |
| **Hobbies:** |
| Learning Spanish, Cooking, Long rides & Learning General Knowledge from any source. |

|  |
| --- |
| **Languages Known:** |
| English. |

|  |
| --- |
| **Personal Details:** |
| * Father’s Name: Mr. Jugal Samanta * Date of Birth: 17th July 1991 * Address: M/13, Old Miners Quarter, Chota Bazar, Chirimiri,   District - Korea, Chhattisgarh - 497449, INDIA. |

|  |
| --- |
| **Experiences:**  **1.) GENPACT (**Kolkata) (Business Process Management) (Project-US Plane Manufacturer)  **Duration: - June’15 – May’16.**  a.) Internal Auditing in Global Travel & Expenditure.  b.) For Globally leading Aerospace Company situated in U.S.A.  employees those who travelling globally (domestic/international).  c.) Reporting on Tax Liability reports.  d.) Processing of the Travel & Expense Report for the employee those who travel for business purpose either in Continental United States / Non-Continental United States and Outside of United States.  e.) Report generation & Auditing work done through Concur Technologies, which is an American travel management company, providing travel and expense management services to businesses.  f.) Tax reclamation according to proportion of the respective taxable item.  g.) In travel auditing expenses includes are Airfare, Hotel lodging (domestic/international), Personal Car mileage Claim, Personal Aircraft Expense, Individual Meals (itemized alcohol) etc.  h.) Gone through Pilot Batch and from Ramp up Batch to smoothly settle down the process and also got the License To Operate (LTO) for audit operations in real time.  i.) Done Lean trainings for make the work environment better and smooth from GEMBA academy.  **2.) GENPACT (**Bengaluru**)** (Analytics & Research) (Project – US Plane Engine Maker).  **Duration: - June’16 – Oct’16.**  a.) Cost Analytics work done on the basis of cost records.  b.) Financially check the cost related things, which are used making cost records.  c.) Main part is to cut down the cost those which are irrelevant or due to happen wrong  itemization of parts & items.  d.) Maintaining the cost variance up to the mark for proper calculation of earnings after  fixed cost & variable cost incurred.  e.) Calculation of B.E.P (Break Even Point).  f.) Shop wise cost treatment strictly followed.  g.) Keeping the overhauling cost as much as low for better earning possibility.  h.) Settlement of supplemental things with the covered parts under the contract.  i.) Calculation of cost of goods replaced during overhauling after eliminating profit.  j.) Presentation of the score card in front of clients via call-conference & web-ex for  better business understanding.  k.) Regularly checking the SLC (Sales & Cost Ledger) data for proper scrubbing.  **3.) ORACLE (**Bengaluru**) (**Investment Risk Analysis) (Project – US Shadow Bank)  **Duration**: - **Nov’16 – Mar’17.**   1. Portfolio Management Process. 2. Risk Coverage runs & reports gets generated 3. Market Volatility calculation. (Basis Points, Yield, Coupon, Etc) 4. Capital & money market involvement. 5. Maintenance of the securities as per market sentiments. (Credit rating, Corporate actions) 6. Numerous types of securities to be dealt with different geographies & time zone. 7. Real time job over Citrix based environment. 8. Finale client report generation for their investment decisions. 9. Dealing with options, swaps, derivatives, MBS, REPO, Reverse REPO, US Treasury,   Equities, Risk Exposure. |

**4.) CONSERO GLOBAL SOLUTION (**Bengaluru) (Finance & Accounts) (AP,AR,GL,)

**Duration: - Mar’17 – Present.**

1. Account Payable activities and all the payment due date recognition.
2. Account Receivable services to the client for better revenue recognition in timely manner.
3. General Ledger for to maintaining the book up to date by passing Journal entries.
4. Support tasks for accrual and payment basis transaction for proper calculation of Cash Flow as well as Fund Flow.
5. Fixed Asset and depreciation accounting as per client’s SOP.
6. Credit Card transaction itemization.
7. Travel & Expense audits for correct and proper reimbursements to the employees.
8. Non Profit Organization’s accounting for proper utilization of the grants or donations.
9. Payroll Processing jobs as per the state’s rules.
10. Vendor Master Creation and report for paid vendors on timely basis.

|  |
| --- |
|  |