

CURRICULUM VITAE

Name: MD SOYEB

Contact: 9804114329

9330962424

Email id: mdsoyeb95@gmail.com

Address: 2017, Brahmapur Badamtala Kolkata-700096

Objective

To secure a position in the organization that offers challenge and opportunity for my career development and at the same time serve the organization to the best of my capabilities. I would like to gain new skills while utilizing my current area of expertise of Cost Controller & Budgeting within a positive team environment.

Strengths

- ✓ Good team player with leadership quality.
- ✓ Patience, hard working and self confidence with positive attitude.
- ✓ Energetic personality with ability to quickly adapt and learn new technologies.

Academic

Professional Qualification:

INSTITUTE OF COST ACCOUNTANT OF INDIA(ICAI-CMA)

	<i>Board/University</i>	<i>Year of passing</i>	<i>Percentage Of marks %</i>
<i>CMA INTER GROUP-1</i>	<i>ICMAI</i>	<i>August' 2014</i>	<i>58.50%</i>
<i>CMA INTER GROUP-2</i>	<i>ICMAI</i>	<i>August' 2015</i>	<i>50.00%</i>
<i>CMA FINAL GROUP-4</i>	<i>ICMAI</i>	<i>February' 2017</i>	<i>71.75%</i>
<i>CMA FINAL GROUP-3</i>	<i>ICMAI</i>	<i>February' 2018</i>	<i>62.25%</i>

Educational Qualification:

	<i>Board/University</i>	<i>Year of passing</i>	<i>Percentage Of marks %</i>
<i>MADHYAMIK(10TH)</i>	<i>W.B.B.S.E</i>	2008	63.63%
<i>HIGHER SECONDARY(12th)</i>	<i>W.B.C.H.S.E</i>	2010	69.40%
<i>B.COM(HONS.)</i>	<i>C.U</i>	2013	68.60%

Other Knowledge:

- ✓ Basic computer
- ✓ TALLY ERP 9
- ✓ Microsoft Office

Hobbies

- ✓ Listening to the music
- ✓ Playing games
- ✓ Reading books

Personal Information

Date of Birth: 8th August, 1991
Father's Name: Md. Jainal
Nationality: Indian
Present Address: Manasi Apartment, 2017, Brahmapur Badamtala Kolkata-700096
Contact: 9804114329
Languages Known: English, Hindi & Bengali.

Work Experience

DETAILS OF WORK EXPERIENCE:

<i>Name Of The Organization/ Firm</i>	<i>Designation</i>	<i>Training Period</i>	<i>Details Of Work Undertaken</i>
<i>S.B & Associates (Firm Of Cost Accountants)</i>	<i>Article Assistant</i>	<i>6 months (Internship)</i>	<i>Making Bills On Tally, Voucher Entry (Purchase, Sales, Receipt, Payment & Contra), Debtor Realization, BRS.</i>
Edcons Exports Pvt. Ltd (Manufacturing Co.)	Assistant Cost Controller	1 year & 9 months	<ul style="list-style-type: none">➤ Preparation of Pre Production Profitability Report.➤ Preparation of Post Production Profitability Report.➤ Negative Variance Analysis.➤ Productivity Analysis of different Processes of Down Stream Operations.➤ Prepare efficiency report of manpower engaged in different sections of OPS-DS operation such as cleaning, checking, packing etc.➤ Down stream labour budget vis-à-vis comparison with actual labour costs.➤ Stock audit(Physical Verification) of stores department.➤ Calculating Economic Order Quantity for procurement department.➤ Computation Of Budgeted Landed Cost of Material Imported At Incoterms EX Works, FOB & CIF➤ Calculation Of Freight Budget And Provide Same To Logistics Department➤ Preparation Of Budgeted

			Cash Flow. ➤ Item Wise/Style Wise Computations of Post Production Analysis Of A Group Company Edcons Fashions Pvt Ltd.
The Institute of Cost Accountants of India	Research Associates	Since 12 th Jan 2021, Present Till Date.	➤ Processing the bill of vendors (faculties) ➤ Recording the bills & their payments in ERP system. ➤ Prepare monthly budget of advanced studies department. ➤ Asset Verification of HO & RC. ➤ Conducting webinar through online platform.

I hereby declare that the above furnished details are true to the best of my knowledge and ability.

Date:

Place : Kolkata

Signature