

SRIMANTA KAR

Mobile: 09836076335

Email: srimantakar15@gmail.com

Career Aspiration

Now looking for more challenging responsibility, where I can use my skill better and contribute towards organization's growth.

Professional Abridgement

A result oriented professional with above 7 yrs. of rich experience of Chartered Firm & Broking firm each and 15 yrs. of rich experience Finance & Insurance industry in the areas of:

- Maintain of Cash, Individual & Company accounts
- Customer service delivery
- Customer service assurance
- Handling online Trading with CSE & NSE
- Control customer share dealing accounts
- Reconcile of Customer Accounts
- Control of back office Insurance for captive biz with NICL, OICL, Royal, ICICI Lombard, Reliance, Bajaj & Magma HDI
- Control of back office Insurance for non-captive biz with NICL, OICL, Royal, ICICI Lombard, Reliance, Bajaj & Magma HDI
- Maintained Control Sheet for the Insurance Biz
- Reconcile their commissions and Payout released of Magma HDI
- Reconcile Cash Deposit (CD) A/c of every companies of Magma HDI
- Prepared MIS for Insurance Policies & collection
-

Proficiency Forte

- > Escalation of retail customers
- > Coordination & follow-up towards the customer for 90% within
- Organizational Experience and value addition through profit maximization of The organization.

S K KANODIA & ASSOCIATES, Chartered Accountant -
Accountant (January 1991 to 1997.)

Role:

- >Handling Cash & Petty Cash Account.
- >Handling Bank transactions Day to Day and maintenance Bank accounts.
- >Maintaining the accounts of Individual & Companies.
- >Finalised the Individuals account and Companies accounts.
- >interest follow up target meeting up to 100% every month.

MAGMA SECURITIES LTD.(Accounts Assistant) September 1997 to August 2004.

Role:

- > Running Terminal of CSE & NSE.
- > Managing the retail customers and their accounts.
- > Handling Cash & Bank Account
- >Relation Buildup With high value customers.

POONAWALLA FINCORP LTD(MAGMA FINCORP LTD) (Assistant Manager) August 2004 to 2019 &2020 onward

MAGMA HDI GENERAL INAURANCE CO (Assistant Manager) 2019-2020

Role:

- ❖ Insurance Advance Funding(Cash Deposit) to Insurance companies like Reliance, Royal,NICL,OICL,ICICI Lombard,United India, MagmaHDI General Insurance etc for motor business cases from MFL,Magma ITL,Magma Housing Finance.
 - ❖ Insurance Advance Funding for Magma Housing and Loan Surakha cases to Kotak Life,HDFC Life,ICICI Life,Magma HDI General Insurance from MFL,Magma ITL,Magma Housing Finance.
 - ❖ Maintenance Control Sheet for the same.
 - ❖ Updated all the Insurance policy conversion datas in system to the respective customer accounts.
 - ❖ Release Insurance payout to the customers
 - ❖ Reconciliation all the above CD a/c(Cash Deposit),sundry Creditors a/c monthwise.
 - ❖ Prepare Insurance Business MIS for motor business ,MIS for Insurance collection , MIS for Life biz and Life collection cases.
 - ❖ Reconcile Insurance Commission with Magma HDI and Prepare GST Invoice
 - ❖ GST Invoices creation and their entries in the books
 - ❖ Handling and checking files and documents of business loan.
 - ❖ Prepared inter Companies reconciliations
 - ❖ Released DSA payout of Magma HDI
-

- ❖ Reconciliation DAS Accounts of Magma HDI
- ❖ Case closure in CCA & LMS
- ❖ Refund TDS ,Excess EMI,Insurance & Excess closure amount
- ❖ Rectifications & adjustment etc

Scholastics

- ICWAI (Inter) from ICWAI in 1993
- B.Com (Honours) from Calcutta University in 1988
- H.S from WBCHSE in 1985
- Madhyamik from West Bengal Board In 1983

Personal Profile

Date of Birth : 11th January 1968

Address : “Sharanya”, Narendrapur Station Road,Kadarat, P.O- Ram Krishna Pally
Kolkata, W.B. – 700 150

Father’s Name : - Late Sri Ananta Kumar Kar

Material Status :- Married

Present salary : - 6.06 lakh per annum

Year of experience: - 28 years