

Debnath Mukherjee

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Managing accurate and timely functions of the **Payroll** from the last 12 Years, and monitoring and processing **payroll** garnishments and IRS tax levies

CURRENT ROLE : CORPORATE ACCOUNT PAYROLL & STATUTORY COMPLIANCE, MAGMA FINCORP LIMITED, KOLKATA

DOMAIN PAYROLL MANAGEMENT, COMPENSATION & BENEFITS, APPRAISAL MANAGEMENT, STATUTORY COMPLIANCE, DATA ANALYSIS, ACCOUNTS PAYABLE & RECONCILIATIONS

INDUSTRIES WORKED NBFC, CONSULTANCY FIRM

March 2002 to Till Date.
Jan 2001 to Feb 2002

MAGMA FINCORP LIMITED
D S INFOTECH PVT LIMITED

MAGMA FINCORP LIMITED

Designation: DEPUTY MANAGER

ERP Payroll Management (PAN India)

- Salary management for 10000+ employees Pan India along with upload of other variable pay-outs and deductions and input to Accounts for final payment.
- Separation process execution for exit employees and process final pay-out.
- Leave Management and Leave Encashment Payment
- Calculation of Bonus & Payment as per Bonus Act. 1965 ,
- Gratuity claim and Payment as per Gratuity Act. 1972.
- Preparation of monthly PF, ESIC, P Tax, LWF.
- Attendance generation from People Soft. And checked EL, ML, SL, CL and PL management for 10000+ employees.
- Cafeteria Payment (LTA, Medical, books & periodicals, Telephone, Car expenses reimbursement etc.)
- All Consultancy data maintain, Bill Checking & Payment etc.

Reimbursement & Expenses Management

Joining Bonus as per Company rules and Income Tax Act.
Staff Insurance (Medical, Accidental and Life)
Transfer related expenses
Vendor Payment & Staff Recruitment

Periodical MIS & Others

- Staff Loan / Advance Reconciliations.
- Monthly / Quarterly / Yearly provision & MIS
- BRS for Eastern and North Zone
- Accounting Collection of Fund & maintain tracker for three states branches.
- Handling Statutory and Compliance Audit

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❖ D S Infotech Pvt. Ltd.(Consultancy Firm)

Designation: Assistant Accountant

- Assisting in drawing up of Final Accounts and P & L
- Reconciliation BRS, Expenses entry.
- Maintaining Daily Accounting
- Preparation of monthly various report.
- Doing banking daily transactions.

➤ Technical Knowledge

- Diploma in Computer Application
- Certificate of Java & E Commerce Package

➤ Computer Literacy

- MS Dos, Basic, Cobol, Fortran, Pascale, Lotus, Fox Base, Wordstar, Fact, Tally, Ace,

➤ Educational Qualification

M.Com	C.U	1999	55%
B. Com(Hons.)	C.U	1997	64%
Higher Secondary	W.B.C.H.S.E	1994	55%
Madhyamik	W.B.B.S.E.	1992	55%

➤ Personal Details

- Date of Birth : 12th February 1974
- Father's Name : Late Sri, Sachindra Nath Mukherjee
- Marital Status : Married
- Gender : Male
- Nationality : Indian
- Language Known : Bengali, Hindi & English