

# SANJAY VINOD JACOB

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## SUMMARY

Self-taught programmer with a strong foundation in accounting and finance. Possessing over 2 years of experience in financial analysis and reconciliation. Proficient in front-end and back-end web development, collaborating within interdisciplinary teams to optimize processes. Seeking to leverage expertise in web development and design to contribute effectively in an information technology role.

## SKILLS

**Front End Development:** HTML5, CSS3, Sass, Material UI, JavaScript, Bootstrap, React.js

**Back End Development:** Express.js, Node.js, MongoDB, Firebase

**Miscellaneous:** Git / GitHub, Postman

**Soft Skills:** Team player, Proactive problem solver, Results-oriented

## EXPERIENCE

### Full-Time Study – Front End Development

04/2023 – Present

- Designing front-end applications and user interfaces (UI) using a variety of web technologies like HTML5, CSS3, Sass, Material UI, JavaScript, Bootstrap, ReactJS
- Ensuring content and formatting quality across various browsers and platforms.
- Developing a creative problem-solving approach to complex issues
- Determining the structure and design of webpages
- Enhancing website security and removed vulnerabilities by enhancing existing code
- Maintaining organized workflows using project management tools like GitHub
- Testing to identify bugs and technical issues before and after deploying

### Junior Accountant

Ortez Infotech | 04/2021 – 11/2021 | India

- Conducted financial analysis and reconciliations, identifying discrepancies and implementing corrective actions resulting in a 10% reduction in accounting errors
- Spearheaded the implementations of streamlined processes, leading to a 15% increase in overall departmental efficiency and productivity
- Collaborated cross-functionally to resolve financial discrepancies, resulting in improved accuracy of financial reports and compliance with regulations
- Prepared detailed financial reports and presentations for management review, facilitating informed decision-making and strategic planning
- Played a key role in the successful implementation of new accounting software, providing training and support to team members and ensuring a smooth transition with minimal disruption to operations

### Assistant Accountant

Accountants Service Society | 04/2019 – 01/2021 | India

- Conducted comprehensive financial analysis and prepared reports to support budget planning and forecasting, contributing to a 10% increase in revenue projections
- Managed accounts payable and receivable processes with a high degree of accuracy and efficiency, reducing overdue accounts by 20%
- Identified and resolved discrepancies in financial records, implementing preventative measures to mitigate future errors and streamline processes
- Leveraged advanced Excel skills and accounting software to streamline data management and reporting procedures, reducing processing time by 25%
- Collaborated cross-functionally to implement process improvements, resulting in enhanced financial transparency and operational efficiency

## EDUCATION

### Master of Science, Management

University of Hertfordshire

2022 - 2023 | United Kingdom

### Bachelor of Commerce, Finance

Mahatma Gandhi University

2016 - 2019 | India

## PROJECTS

### Tesla Website Clone

<https://sanjayvjacob.github.io/tesla-clone-is/>

Tesla website clone with responsive design

- Build with HTML5, CSS3, JavaScript
- Responsive design for desktop and smaller screens

### Real-time Chat App

<https://sanjayvjacob.github.io/tesla-clone-is/>

Realtime Chat app using React.js and Firebase

- Real-time messaging facilities for one-on-one conversations
- Users can Authentication and Authorization their account
- Enable users to send and receive messages real-time without refresh
- Supports exchange of multimedia content such as image, video files

### E-commerce Website

<https://sanjayvjacob.github.io/tesla-clone-is/>

E-commerce Website using MERN stack

- Build with MongoDB, Express.js, React.js, Node.js
- Users can Authentication and Authorization their account
- Enable admins to add, edit, delete products
- Allows users to add products to their shopping cart and manage quantities

### App using API

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