

Akash Gupta

Accounts Executive - Sumangalam Retailers Private Limited

Kolkata, West Bengal - Email me on Indeed: indeed.com/r/Akash-Gupta/d34cf7acd59d23d3

A qualified Cost & Management Accountant with over a year of experience in a manufacturing industry. My experience during the working period has widened my perspective and has given me a sense of understanding of business from a practical point of view. I would welcome an opportunity to consolidate my knowledge leading to career growth and positive contribution to your organization. My ability to work in a team and analytical skills will definitely be an additional advantage in pursuing my objectives and contributing to your esteemed organisation.

WORK EXPERIENCE

Accounts Executive

Sumangalam Retailers Private Limited - Kolkata, West Bengal - June 2015 to Present

Sumangalam Retailers Pvt. Ltd. Is a distributor of Cruiser & Duckback brands of bags authorized by Bihar Rubber Co. Ltd. Of Bihar, India. The Co. has been established in 2004 and has diversified its business in all over West Bengal, Bihar, Orissa & Chattisgarh.

Key Responsibilities

- Preparation and filing of TDS return.
- Day to day entry of sales and vouching of entries in Tally ERP
- Handling of all transactions of banks and preparing Bank Reconciliation Statement on regular basis.
- Handling Cash transaction in the counter and getting familiar with various products as well.

Assistant Manager-Commercial

Gupta Power Infrastructure Ltd - Bhubaneswar, Orissa - May 2013 to January 2015

Liaison

Gupta Power Infrastructure Ltd - 2014 to 2014

is a manufacturing dome engaged in manufacture of Cables & Conductors. The company has striven over 50 years and developed a diversified, mature and strong manufacturing base with robust performance design of products. The Company has soared to newer heights by achieving a record turnover of more than Rupees 1600 crores at the end of financial year 2013-2014.

Key Responsibilities

- Liaison with Production team in planning of the orders in hand for meeting the technical specifications and scheduled date of delivery of the orders after reviewing the sales orders.
- Deriving requirement of raw materials of the orders in hand manually and comparing the same with SAP for ensuring the accuracy and adherence to the prevailing system.
- Decision support for execution of the orders right from its receipt to dispatch of materials and feeding of the data related to orders in SAP (SD Module)
- Estimating the cost of the material for making offer for supply to the purchasers, acceptance of the orders and reporting the same to the head of the department.
- Providing correct reporting of obsolete and non-moving stocks to Head of the department and highlighting the same to the management for enabling timely corrective action.

- Assist in raising inspection offer for the inspection of materials after forecasting tentative date, regarding the readiness of materials, on which maximum benefit could be achieved through price variation clause, if applicable in the order.
- Giving commercial clearance checklist for every dispatch.
- Pre audit & checking of all LC's. Checking and giving clearance to all customers draft LC.
- Supporting internal control activities like self-audit, physical verification etc.

Article Assistant (Articleship)

Das Roy & Associates - July 2010 to July 2013

Did a variety of audits which includes stock audits, concurrent audits, statutory audits and bank audits. Notable clients include Herbochem Remedies India Pvt. Ltd., Jeet Construction & Consultant, Lokenath Group of Enterprises, United Bank of India, State Bank of India

- Responsible for the preparation and filing of Service Tax Returns.
- Responsible for the preparation and filing of Excise Returns.

EDUCATION

Cost & Management Accountant

Institute of Cost Accountants of India

December 2012

B.Com

Prafulla Chandra College, Kolkata (Calcutta University) - Kolkata, West Bengal

2009

Education

Lajpat High School

2006

ADDITIONAL INFORMATION

COMPUTER PROFICIENCY

- Well Conversant with MS-Office and internet
- Knowledge of SD Module in SAP viz. VA41, VA42, VA43, VA01, VA02, VA03, VA45N, VA05N, ZCONTRACT, ZCHECKLIST, ZBATSTOCK, XD01, XD02, XD03, ZCOMINV
- Conversant with FI Module in SAP viz. FS10N, FB03, MB5B, J1IUN, YMM_J1IH, YMM_J1I5N, YMM_J1I6N done during the period of articleship.

LANGUAGE PROFICIENCY

- English, Hindi, and Bengali

OTHER INTEREST

- Yogas, Cricket and Singing.