

RESUME

SAJAL MAJI.
Rupnaryanpur
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OBJECTIVE

Seeking employment and work with an ever-growing organization that provides opportunities to unleash potential and proliferate ideas, creativity and knowledge.

EDUCATION:

- ◆ Secondary School Pass in 2002
- ◆ Higher Secondary Pass in 2004
- ◆ B. Come Pass in 2008

COMPUTERKNOLAGE:

- ❖ MS-Office
- ❖ Financial Accounting Tally ERP9 & Tally Prime.
- ❖ Completed One year Computer Professional Course
DTP(Desk Top Publishing) from Youth Computer Training Center On 2006

WORKING EXPERIENCE:

- ❖ **COMPANY NAME:-** LOGAN MINERALES PVT. LTD. (IMPORT &EXPORT COMPANY)
From 27th Jun 2010 to 30th Jun 2013.
 - **POSITION:-** Junior Accountant
- ❖ **COMPANY NAME:-** Maa Shakamberi Enterprise (LAVA Mobile Distributor)
Form 25th July 2013 to 15th Feb 2014.
 - **POSITION:-** Accountant.
- ❖ **COMPANYNAME:-** Mobile Media (Mobile Shop).
Form 5th Mar 2014 to 30th Sep 2020.
 - **POSITION:-**Accountant.
- ❖ **JOBPROFILE:-**
 1. Stock Mention in Tally & Excel
 2. Cash Book Mention in Tally
 3. Make Billing of Purchase & Sale Tally ERP9

❖ **CURRENT POSITION:-** Annapurna Agro Industries (Annapurna Swadisht Ltd.)

➤ **POSITION:-** Accountant cum Store Incharge

From 10th Oct 2020 to Till Now

❖ **JOB PROFILE:-**

1. Stock Mention in Tally & Excel
2. Account Mention in Tally Prime
3. Make Billing of Purchase & Sale Tally Prime

PERSONAL DETAILS:

1. Father's Name : Late Mr. PARESH MAJI.
2. Date of Birth : 18th February 1984
3. Sex : Male
4. Religion : Hinduism
5. Marital Status : Married.
6. Language Known : Bengali, Hindi & English.
7. Nationality : Indian.

I certify that the above mentioned information is correct to the best of my knowledge and belief.

Date:-

Place:-

(SAJALMAJI)