



# BISHAL CHAKRABORTY

ACCOUNTS CLEARK (B.COM)

## CONTACT

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## EXPERTISE

- Microsoft word
- Microsoft Powerpoint
- Microsoft Excel and Microsoft Outlook
- Auditing
- Accounts Finalization

## HOBBIES

-  Photography
-  Reading
-  Music
-  Writing

## OBJECTIVE

I am an individual seeking Accountant position at a valuable industry that will allow me to learn process, distribution and sales growth in the corporate world as well as enable me to contribute to the growth and development of the company.

## ACADEMIC QUALIFICATION

Bachelor of commerce from Bongaigaon college under Guwahati University

Higher secondary from Bongaigaon college under Guwahati university

HSLC from Vivekananda vidya pith (H.S school) Bongaigaon under S.E.B.A

## EXPEIRENCE

- Professional accounting clerk with 3+ years of experience providing accounting support under steel firm.
- I was into financial check, all sorts of accounting stuff, book keepings and I use to handle other financial records.
- I use to handle financial records. And all sorts of accounting work.

## CERTIFICATION

Certificate in Diploma in Software Technology (DST) of Gyandeeep computer education centre.

Certificate in Financial Accounting Tally ERP (9.2) of Pranabananda Computer Institute.

Certificate in Overall Accounts Management from Prasant Steel during period from 03-08-2017 to 18-10-2020