

**BISHAL SHAW**

Kolkata, West Bengal

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## CAREER SUMMARY

Detail-Oriented and Pursuing Cost and Management accountant Final(CMA Final) with a foundation in financial management, cost control and strategic planning. Holds a Bachelor's degree in Commerce, providing a understanding of accounting principal, taxation and corporate finance. Possess 15 months of training as a Account Trainee for 7 months and Accounts Payable for 8 months, Ensuring efficiency in data management and reporting. Strong analytical and problem-solving skills with the ability to interpret financial data for decision-making. A quick learner with communication and teamwork abilities, eager to contribute to organizational success in a dynamic finance role.

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## SKILLS

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|------------------------|-----------------------|---------------------|
| ▪ Accounting           | ▪ Tally               | ▪ Critical thinking |
| ▪ Microsoft word       | ▪ SAP                 | ▪ Problem solving   |
| ▪ Microsoft PowerPoint | ▪ Time management     | ▪ Adaptability      |
| ▪ Microsoft Excel      | ▪ Attention to detail | ▪ Communication     |

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## PROFESSIONAL EXPERIENCE

**Vaishali Security Investment,** 16 GC Avenue (Kolkata)

07.02.2022-31.08.2022

**Account Trainee**

- Managed accounts payable & receivable, invoicing, and reconciliations.
- Day to Day Accounting.
- Utilized financial software like Tally Prime, MS Excel and Tally ERP 9 for financial data management.
- Assessed in identifying discrepancies, and ensuring compliance.
- Bank Reconciliation.

**ITC,** Virginia House (Kolkata)

10.08.2023-09.03.2024

**Accounts Trainee.**

- Maintained accounts Payable in SAP.
- Find Out discrepancies and connect to vendors and resolve it.
- Make a reports on monthly and fortnight basis in excel.
- Performed regular vendor payment and record it in Excel.

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## EDUCATION

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### Professional Credentials

CMA –THE INSTITUE OF COST AND MANAGEMENT ACCOUNTANT

Dec 2022-June2023

CMA INTERMEDIATE- 53%

- Secured exemption in 2 out of 8 papers.
- Secured highest 61 mark in Law and 74 in Indirect Tax subject.

## Academic Credentials

B.com- Ram Mohan college -Calcutta University	[2018-2021]
<ul style="list-style-type: none"><li>Passed B.com with Second division scoring 58.48%</li></ul>	
Intermediate-WBBHSE	[2016-2018]
<ul style="list-style-type: none"><li>Passed Intermediate with Second division scoring 53.8%</li></ul>	
High school- WBBSE	[2015-2016]
<ul style="list-style-type: none"><li>Passed High School with Second division scoring 44.29%</li></ul>	

## Vocational Credentials

Institute Of Computer Accountants.	[2021-2022]
<ul style="list-style-type: none"><li>Completed the Certification of Certified Industrial Accountant.</li></ul>	

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## PERSONAL PARTICULARS

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Father's Name: Mr. Ram Dhani Shaw

Hobbies: Reading books, watching motivational and inspirational content .

I hereby declare that the details and information given above are complete and true to the best of my knowledge.

Place: Kolkata

(Biahal Shaw)