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|  | Samadrita Sen  FATHER’S NAME: Sandip Sen  MOTHER'S NAME V Sucharita Sen  ADDRESS: 18C, Gulu Ostagar Lane Kolkata - 700006  DATE OF BIRTH: 03-01-1996  Phone: 09088263724  E-mail: samadritasen.2016@gmail.com |
|  | Objectives  Committed to achieve the success.  **Professional Summery**  Working as a financial analyst with the proper knowledge and communication skils. Promoted as a Quality Checker (QC) by enhancing the quality of the product with proper product knowledge and got a role of Backup Team Leader by maintain the the good communication and relationship with the team members and coworkers.  Academics   * Completed class X in 2011 * Completed class XII in 2013 * Completed graduation in B.Com in 2016   Experience   * Joined Tata Consultancy Services as a process associate in February 2018 * Tenure more than 2 years and still continuing * Gained knowledge in reading financial documents such as 10K, 10Q, 8K, Press Release, Company Presentation, Guidence and many more * Have proper knowledge on segmential data of a company * Hierarchy maintenance * Collecting the part of accounting information from the document like Income Statement, Cash Flow and Balance Sheet * Work on MS Excel and MS Word   Skills  Researching Company Audited Document  Conducting meeting and training session  Having a skill to maintain a good quality of the product and delivered it within the time  While working as a QC developer, a good decision making skill  Knowledge in customer handling  Languages   * English, Bengali & Hindi   Hobbies  Listing to music  Eager to learn new thing  Traveling  SIGNATURE:\_\_\_\_\_\_\_\_\_  DATE:\_\_\_\_\_\_\_\_\_ |

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