

## RESUME

**Objective :** To work with honesty and perseverance in any position I hold my dream company. Being an efficient worker, I shall strive for excellence with infallible determination, team work and goodwill so that I get an opportunity to fulfill all the goals of my organization and thereby, take it to greater heights of success.

PERSONAL INFORMATION	<ul style="list-style-type: none"><li>➤ Name : MUNNA SARKAR</li><li>➤ Date of Birth : 21<sup>ST</sup> Feb, 1996</li><li>➤ Nationality : Indian</li><li>➤ Email : <a href="mailto:samsar98@gmail.com">samsar98@gmail.com</a></li><li>➤ Mobile : 9395972391</li><li>➤ Sex : Male</li><li>➤ Caste : SC</li><li>➤ Marital Status : Unmarried</li></ul>	
FATHER'S NAME	Sri Niranjana Sarkar	
MOTHER'S NAME	Mrs. Anima Sarkar	
ADDRESS	Permanent Address	Present Address
	Vill - Jyoti Nagar, Ward No 2 PO - Dhemaji PS - Dhemaji Dist - Dhemaji State - Assam PIN - 787057	Vill - Jyoti Nagar, Ward No 2 PO - Dhemaji PS - Dhemaji Dist - Dhemaji State - Assam PIN - 787057
ACADEMIC RECORD	HIGH SCHOOL AND B.A. PROFILE : <ul style="list-style-type: none"><li>➤ Class X : Under SEBA, from Sankardev Vidya Niketan, Dhemaji – 2012.</li><li>➤ Class XII : (ARTS) under AHSEC, from Dhemaji College -2014</li><li>➤ B.A. : under Dibrugarh University, from Dhemaji Commerce College - 2017</li></ul>	
CERTIFICATION	➤ One year Computer Diploma	
LANGUAGES KNOWN	<ul style="list-style-type: none"><li>➤ English</li><li>➤ Hindi</li><li>➤ Assamese</li><li>➤ Bengali</li></ul> (Write & Speak comfortably)	
WORK'S EXPERIENCE	➤ Worked with CA Firm as a Accountant and Data Entry Operator from Jun, 2018 to Till.	
PROFESSIONAL SKILL	<ul style="list-style-type: none"><li>➤ Tally ERP9</li><li>➤ GST</li><li>➤ Income Tax</li></ul>	

STRENGTHS	<ul style="list-style-type: none"><li>➤ Confident</li><li>➤ Smart works</li><li>➤ Willingness to lean</li><li>➤ Team Facilitator</li><li>➤ Good Communication Skills</li><li>➤ Social Worker</li></ul>
DECLARATION	<p>I hereby declare that the above mentioned facts and information are true to the best of my knowledge. I will be responsible for any discrepancy found in tem.</p> <p>Date : (Munna Sarkar)</p> <p>Place :</p>