

## **Anirban Patra**

Phone No. +91-7980290974

Address: 54/6 Abinash Chandra Banerjee Lane, Belegkata, Kolkata, PIN- 700 010  
E-mail ID: [patraanirban9@gmail.com](mailto:patraanirban9@gmail.com)

### **Working Experience:**

**Associate:** November 2024 – April 2025

*Capgemini*

**Business Service Support Adviser:** September 2023 – June 2024

*Company: BT (British Telecoms):*

- Advice and help with the customer's issues with proper resolution.
- Update the notes to CRM and escalate the relevant cases.

**Assurance Specialist:** September 2022 – March 2023,

*Company: PricewaterhouseCoopers. (PwC)*

Auditing · Internal Controls · Internal Audits · Analytical Skills · Third Party Confirmation.

- Conducted third-party risk assessments and audits to ensure compliance with company policies and Audit procedures following the Audit Guidelines.
- Working Knowledge of Audit Software

### **Education**

i) **M.Com in Accounting and Finance**

*University of Calcutta, Year of Passing: 2021*

ii) **B.Com (Hons.) in Accounting and Finance**

*Goenka College of Commerce and Business Administration, Year of Passing: 2019*

iii) **Higher Secondary**

*Contai High School, Year of Passing: 2016*

iv) **Secondary (Madhyamik)**

*Contai High School, Year of Passing: 2014*

### **Projects and Internship**

a. **College Project:**

*Operational Performance of Pharmaceutical Companies:* - Based on company financial statement, Financial Ratio Analysis, and interpretation.

b. **Internship: 1.** Introduction to Deloitte Virtual Experience Programme. -Forage

**2.**JPMorgan Chase & Co. Excel Skills Job Simulation on Forage - February 2024

- Acquired proficient command of Excel functionalities and data analysis techniques, including data cleansing, and manipulation, and conditional formatting techniques.

- Acquired proficiency in automation by learning to record macros and script in Visual Basic for Applications (VBA), developing two functional macros integrated with buttons using account sales data.
- Gained expertise in data visualization and storytelling using Excel and PowerPoint by creating impactful charts and interactive dashboards.

### **Skills**

- Microsoft Office
- Google Sheets
- Communication Skill
- Microsoft Excel
- Presentation Skills
- Tally ERP 9
- Microsoft Word
- Accounting & Taxation Knowledge
- Teamwork