

CURRICULUM VITAE

MD TAUSIF

FRESHER, GRADUATE.

KOLKATA, INDIA

+91-8981376876 / tausifmd1166@gmail.com



STRENGTHS

- ✓ Ability to take influence, lead and get the work done.
- ✓ Good analytical capability, good communication and interpersonal skills.
- ✓ Strong belief with organizations disciplines and teamwork.
- ✓ Flexibility and willingness to take challenges from beginning to the end in order to achieve target.

EDUCATIONAL QUALIFICATION

- ✓ GRADUATION – **BACHELOR OF COMMERCE (HONOURS) in FINANCE AND ACCOUNTING, from UNIVERSITY OF CALCUTTA – 65.23%**
- ✓ **DIPLOMA IN FINANCIAL ACCOUNTING from WEBEL.** (Includes TALLY ERP 9, GST FILING, E-FILING)
- ✓ HIGHER SECONDARY (12th Standard) - **COMMERCE STREAM – 72%**
- ✓ CERTIFIED in **FUNDAMENTALS & OFFICE MANAGEMENT (MS OFFICE).**

PERSONAL DETAILS

- ✓ Nationality INDIAN
- ✓ Date Of Birth 21st November,2003
- ✓ Gender MALE
- ✓ Languages Known ENGLISH, HINDI, BENGALI, ARABIC.

PERMANENT ADDRESS

Barrackpore, Kolkata, 700120, West Bengal, INDIA.

DECLARATION

I hereby declare that all the information given above are true and correct to the best of knowledge and belief.

MD TAUSIF