

SUBHRAJYOTI PAUL

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Objective

A proactive finance professional experienced in producing accurate reports and maintaining high service standards. I bring a strong understanding of accounting processes and financial statements to support organizational goals.

Experience

- **Tata Consultancy Services** Dec 2022 - July 2025
Process Associate
 - Collect and analyze equity fundamental data for North America, EMEA, APAC and Scandinavian markets to ensure high-quality data manufacturing.
 - Process Profit & Loss, Balance Sheets and Cash Flow statements in accordance with US GAAP and IFRS accounting standards.
 - Analyze 10-Q, 10-K and Press Releases to provide point-in-time data for financial terminals.
 - Handle premium client requests on a daily basis with a focus on data quality control.
 - Exhibit critical thinking, agile problem solving and effective multitasking within a team environment.
 - Quickly learning new software tools and contributing effectively to team objectives.

Education

- **University of Calcutta** 2022
Bachelor of Commerce (B.Com)
CGPA- 7.69/10
- **Bhadrakali High School** 2019
Higher Secondary Certificate (HSC)
Marks- 68.20%

Additional Information

- Fundamentals of Financial Statements – Certificate Program
- MS Office Proficiency Certificate (Excel, Word, PowerPoint)

Skills

- Technical- Financial Accounting & Auditing, Financial Reporting, Internal Control, Data Accuracy, Quality Review.
- Tools- MS Office (Advanced Excel, Word, PowerPoint).
- Soft Skills- Time Management, Commercial Awareness, Written & Oral Communication.

Languages

- English – Fluent
- Hindi – Fluent
- Bengali – Native

Achievements & Awards

- Star of the Month – Tata Consultancy Services
- Contextual Master – Project Lead Recognition
- Client Appreciation for Data Accuracy and Reporting Consistency
- Recognized as Star Employee by Project Manager for Outstanding Performance
- Productivity Excellence Award
- TCS Maitreyee Football Tournament – "Top Goal Scorer"
- Project Cricket Tournament – "Man of the Series"