

CURRICULUM VITAE

Janmajaya Chand

AT/po-Mundeilo

Dhenkanal, Odisha

PIN-759120

Mob no-8847804543

Email-janmejaya083@gmail.com

PROFESSIONAL OBJECTIVE

To seek a dynamic and challenging career in an organization for making positive contribution towards organization and to find an environment where i could materialize my professional knowledge and interpersonal skill for the mutual benefit of the organization as well as myself.

EDUCATIONAL QUALIFICATION

Course	Institution/Board	Year Of Passing	Marks (%)
CMA INTERMEDIATE	The Institute of Cost Accountants of India (ICAI)	2021(both groups passed in first attempt)	71.125
CMA FOUNDATION	The Institute of Cost Accountants of India (ICAI)	2019(Foundation passed in first attempt)	65.25
B .COM	Dhenkanal Autonomous College, Dhenkanal	2021	74.61
I.com	Council of Higher Education of Odisha (CHSE)	2018	62.33
10th	Board of Secondary Education of Odisha (BSE)	2016	60.16
Post Graduation Diploma in Computer Application	Skynet Institute of Computer Application, Odisha (SICA)	2019	79

WORK EXPERIENCE

1. ORGANISATION NAME- Aloden LLC (Nov-2024 to Continue..)

- Works as a Sr. Accountant
- USA Accounting and bookkeeping in QuickBooks
- Day to day Pre-voucher verification and booking of payables.
- Time Sheets maintaining and payment
- Dynamic 365
- Tally ERP9 for Indian branch
- Preparation of monthly Payroll in ERP.
- Preparation of Month end process
- Preparation and filling of GSTR-1 in GST portal for india branch

2. ORGANISATION NAME- SRI SRI UNIVERSITY, CUTTACK (Sept-2023 to Nov-2024)

- Works as Executive (Finance & Accounts)
- Day to day Pre-voucher verification and booking of payables.
- Reconciliation of Budget V/s Actuals.
- Preparation of GST E-Invoice.
- Preparation of data for Monthly TDS.
- Preparation of monthly Payroll in ERP.
- Weekly and Monthly MIS of Expenses, Payroll, Statutory Reports Etc.
- Preparation of Month end process.
- Preparation and filling of GSTR-1 in GST portal.

3. ORGANISATION NAME- CV RAMAN GLOBAL UNIVERSITY, ODISHA (June-2022 to May-2023)

- Works As Accounts and Audit Assistant

- Day to day vouching of invoices from day book of Tally.
- Monthly reconciliation of income (College fees and hostel fees)
- Checking of payroll and statutory requirements such as EPF, ESI, PT, TDS etc.
- Physical verification of Stock.
- Involved into various functional Audit like Purchase, HR, Stores, Transport, and Canteen etc.
Selected as finance coordinator of Smart India Hackathon (SIH) Project

4. ORGANISATION NAME- VAITHISVARAN AND CO LLP FROM (April-2021 to April-2022)

- Works as Internal Audit Assistant
- Involved into the Audit of Mahanadi coal fields limited a subsidiary of Coal India Limited.
- Had a great experience in GST REGISTRATION & INCOME TAX RETURN FILING.

PARTICIPATION AND ACHIEVEMENT

- ❖ Participated in international webinar held by our college on “REVERSE MIGRATION AND RE HABILITATION POSSIBILITIES IN ODISHA”.
- ❖ Participated in national seminar on CHANGES IN COMPANY LAW held by the institute of cost accountants of India (ICAI).
- ❖ Elected as a Prefect of the school.
- ❖ Elected as Class Representative in Dhenkanal autonomous College, Dhenkanal.
- ❖ Participated in all Odisha commerce quiz competition held by ICAI.
- ❖ Received 1st Prize for Highest Mark in Accounting (85) in 12th level.
- ❖ Received 1st prize for Highest Mark in Income Tax Law and Practice (95) in Graduation.
- ❖ Awarded as the topper of the college at 12th level in commerce stream.

TECHNICAL SKILLS

- Good Knowledge in MS Excel, MS PowerPoint, MS Word.
- Completed 100 hours computer training programme in accordance with the requirements of the Institute of Accountants of India (ICAI)
- Working Knowledge in word, Excel, internet, Power Point

PERSONAL DETAILS

Date of Birth :20/06/2001
Marital Status : Unmarried