

RANJAN KUMAR BEHERA

Date Of Birth :1st June 1998



Contact

Tel : 7749910889

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Address

At- Adhanga, Po-Bhagabanpur, Dist-Kendrapara, Pin-754134

Objective

Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learning.

Education

Degree	Institute	Board / University	Year	% marks / CGPA
MBA	NIIS Institute Of Business Administration, Bhubaneswar	BPUT	2021-2023	
B.Com	Lokanath Mohavidyalaya, Korua, kendrapara	Utkal University, Odisha	2021	64%
+2 Commerce	Lokanath Mohavidyalaya, Korua, kendrapara	CHSE, Odisha	2018	54%
10 th	Hariank High School, Kendrapara	BSE	2013	63%

Internship / Project

- Organization : PM PROTEK INTERNATIONAL
- Duration : 45days
- Title : Key element and details about GST

Experience

- Organization : TAVASYA HOSPITALITY PVT LTD
- Designation : Accountant
- Joining Date : 4th June 2022
- Responsibilities : Manage all accounting transactions
Publish financial statements in time
Handle monthly closing reports
Ensure timely bank payments
Reconciling bank statements

Software/Computer Proficiency, Achievements & skills
➤ Have good knowledge in excel, word, PowerPoint. ➤ Good knowledge in TallyErp-9 ➤ Financial reporting ➤ Time management ➤ Awarded as July's employee of the month.

Interests / Hobbies
➤ Playing games like cricket, badminton and carom. ➤ I like to listen music when I am in stress. ➤ I like to collect old coins and it increases my patience level. ➤ I like to feed stray animal in my free time. ➤ I want to travel and explore new places.

Personal Details
Fathers Name : Ananta Behera Gender : Male Languages Known : English, Odia and Hindi Permanent Address : At-Adhanga,Po-Bhagabanpur,Dist-Kendrapara,PIN-754134 Mob. : 7749910889

Declaration
I RANJAN KUMAR BEHERA, hereby declare that all the above mentioned statement or facts are true in correct to the best of my knowledge and believe.