

SAHED AKTAR BARBHUIYA



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☎ +9710555797022 ,+91 8618414864
📍 Hailakandi , Assam , India

🚀 SKILLS

Communication Skills. Quick Learner.
Report Writing. Accounting & Finance

👤 PERSONAL DETAILS

Passport : W5191523
Place : Dubai , UAE
Visa status : 60 days Visit visa

❤️ INTERESTS

Financial Analysis
Participating in social activities
Football
Photography

🧩 ACTIVITIES

Team building activities. Networking
and Socialisation

🗣️ LANGUAGES

Hindi. English. Bengali. Assamese

🎯 OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge enhance my professional competency and provide career growth.

💼 EXPERIENCE

Accounts Executive	01/07/2022 - 31/12/2023
CARE INDIA	
#Developed and implemented marketing strategies for clients	
#Developed and maintained relationship with clients	
#Maintaining stock register and cashbook	
#Maintaining Bank reconciliation statement	
#Regular Ledger Books Keeping	
#Maintaining Bill Boucher and invoice	
#Preparing Derail Project Report to bid Govt Project	
#Report preparation and reporting to authority	

🎓 EDUCATION

M.Com (Accounting & Finance)	2022
Gauhati University	
6.95	
B.Com(Accountancy)	2020
Gauhati Commerce College (GU)	
6.25	
HS (10+2) from SEBA	2017
78.6	
HSLC from SEBA	2015
74.83	
Diploma in Office Management in Computer	2022
NICA EDUCATION	
A	

🏠 PROJECTS

A Study on Consumer Buying Behaviour in Guwahati City
A survey was conducted by me in Guwahati City to find out the buying behaviour of consumers specially in automobile sector

👤 DECLARATION

I hereby declare that the above fact and information provided by me are correct to the best to my belief and knowledge.