

# Tridip Karmakar

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## EDUCATION

### GOOGLE

DATA ANALYTICS CERTIFICATE

Grade : 94.36 %

Nov 2023

### IBM

PYTHON FOR DATA ANALYTICS

Grade : 88.43 %

Nov 2022

### UNIVERSITY OF CALCUTTA

BACHELOR OF COMMERCE (B.COM)

K K DAS CAMPUS

Class : II

Oct 2018 | Kolkata

### HARINDANGA HIGH SCHOOL

WBHSC (CLASS XII)

Grade : A

Mar 2015

## LINKS

LinkedIn:// [TridipKarmakar](#)

Github:// [TridipKarmakar](#)

HackerRank:// [@karmakartridip97](#)

## SKILLS

### TECHNICAL SKILLS :

- > Microsoft Dynamics Business Central 365 Configuration and operation
- > ERP Module Implementation (Finance, Inventory, Procurement)
- > Financial Statement Preparation
- > Data Cleaning and Formatting
- > GST Filing and Compliance
- > Advanced SQL Querying and Data Analysis

### ANALYTICAL SKILLS :

- > Monthly Sales Forecasting and Analysis
- > Financial Modeling and Analysis
- > Trend Analysis and Anomaly Detection
- > Data Validation and Reconciliation
- > Forecasting Accuracy Improvement

### SOFTWARE PROFICIENCY :

- > Microsoft Excel (Advanced Formulas, PivotTables, VLOOKUP, INDEX/MATCH)
- > ERP System Integration
- > Microsoft SQL Server 2019

Experienced finance professional with over 5 years of expertise in the field.

## EXPERIENCE

### ADMS MANAGEMENT CONSULTANCY SERVICES PVT LTD

CIN : U74999WB2011PTC169355

FINANCE EXECUTIVE

Sep 2021 - Present | 2 years 4 months +

Kolkata, West Bengal, India

- Manage and configure Microsoft Dynamics Business Central 365 (ERP) to optimise business processes and enhance operational efficiency.
- Conducting monthly reconciliation for GSTR-1 and GSTR-3B filings to ensure accuracy and compliance with regulatory requirements.
- Preparing monthly reports for company leaders using advanced SQL queries to get data and Excel to make it easy to understand with charts and numbers.
- Preparing various reports for banking purposes, including company financial accounts and other financial reports.
- Collaborating with IT teams to optimize database performance and streamline data retrieval for stock analysis and other related purposes.
- Entering purchase orders (PO) and invoices for services and other trade purchases in Business Central.
- Recording job works issuance and receiving related works in Business Central.
- Conducting financial reconciliations using advanced Excel formulas.

### URGENT MANPOWER SERVICES (INDIA) PVT LTD

CIN : U93000WB2013PTC194279

SENIOR ACCOUNTING ASSOCIATE

July 2019 – Sep 2021 | 2 years 3 months

Kolkata, West Bengal, India

- Conducted bookkeeping tasks in Tally Prime, ensuring accurate and up-to-date financial records.
- Managed end-to-end billing and payment processes, utilizing financial software and Excel spreadsheets to track transactions with attention to detail.
- Coordinated with clients to address inquiries regarding billing, accounts payable/receivable, and financial reporting, fostering strong client relationships.
- Managed reconciliation and submitted GST and TDS returns.
- Collaborated with auditors to facilitate the preparation of annual financial statements, including Balance Sheet and Profit and Loss statements, ensuring the accuracy and completeness of financial data.

### SHAH ASSOCIATE ( TAX CONSULTING FIRM )

ACCOUNTS ASSISTANT

Oct 2018 – Jun 2019 | 9 months

Kolkata, West Bengal, India

- Managed direct and indirect taxes for over 100 clients, handling tax planning, compliance, and filing to ensure adherence to tax laws.
- Maintained accurate accounts for 50+ leather exporters, preparing LUTs and invoices, and filing income tax returns.
- Collaborated with auditors and financial professionals, ensuring compliance and facilitating smooth audits for clients.
- Developed expertise in tax accounting software, including Tally, and MS Excel, building a strong foundation of technical skills in finance and accounting.