

Sampuran Pandey

Tech Savvy With Different Experiences

GET IN CONTACT

Mobile: +91-9097778000

Email: sampuranpandey03@gmail.com

PERSONAL DETAILS

- Total Experience 7 Years 0 Month
- Current Location Ludhiana
- Date of Birth Sep 01, 1998
- Gender Male
- Marital Status Married

SKILLS

- Data Entry
- MS Office
- Accounting
- Excel

TECHNICAL SKILLS

- Microsoft Excel
- Corel
- Adobe Photoshop
- Figma

LANGUAGES KNOWN

- Punjabi
- English
- Hindi

COURSES & CERTIFICATIONS

- Digital Marketing
- Wordpress

SOCIAL LINKS

- sharpgbs.com

PROFILE SUMMARY

Highly-motivated, deadline-committed, goal-driven accountant with over 7 years of experience. Proven track record of excellence. Some of my core skills include regulatory compliance, budgeting and forecasting. Supervised internal and external audit. Adept at analytics and in-depth reporting service. An engaging team-player who also acts as a motivator.

EDUCATION HISTORY

Graduation

Course	B.Com(Commerce)
College	Indra Gandhi National Open University
Year of Passing	2019

Class XII

Board	Punjab
Medium	English
Year of Passing	2015
Grade	60-64.9%

Class X

Board	Punjab
Medium	English
Year of Passing	2013
Grade	50-54.9%

WORK EXPERIENCE

Nov 2021 to Present

Account Assistant at Logiciel Solutions

I am an Accounting Assistant at Logiciel Solutions, where I support the accounting and finance team in various tasks such as billing, and time management. I have a bachelors degree in E-Commerce from Indira Gandhi National Open University, where I learned the fundamentals of business and transactions. I am also passionate about learning new skills and technologies that can enhance my career and performance. I recently completed a UI/UX Design Certification Course and Digital Marketing from Internshala Trainings, where I gained proficiency in Figma, Digital Marketing. I have also obtained multiple certifications in sports and digital marketing. I am ready to apply my skills

and knowledge to contribute to the success of Logiciel Solutions.

Dec 2016 to Jun 2021

Computer Operator at Gobind glass house

EXTRA-CURRICULAR ACTIVITY