



CURRICULAM-VITAE:

NAME : *Swapan Kumar Maity*

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DESIGNATION : State Aided College Teacher

DATE OF JOINING : 1st September, 2001

EDUCATIONAL QUALIFICATIONS:

B.COM (HONS.), M.COM, B.ED, CCDP, DCA, CCA, TFAP, NSAT.

EXTRA CURRICULAR ACTIVITIES:

- a) Completed a period of two years as National Service Scheme(N.S.S.) volunteer from Vidyasagar University in1993.
- b) Secured 1st place in March Passed Event of V.U. in the 7th Inter Collegiate Sports meet February,1993.
- c) Participated in the UGC sponsored one day State Level Seminar on “War-A threat to Civilisation and Human Progress” organized by Basirhat College, 14th December 2004.
- d) Participated in Tally Financial Accounting Programme Volume I-IV at Net-e-Zen Computer Institute for the Academic Session 2008-09.
- e) Completed 4th Orientation Course from 23.05.2011 to 28.05.2011 from Ramakrishna Mission Lokasiksha Parishad, Narendrapur, Kolkata-700103.
- f) Awarded as ‘Active Programme Officer’(NSS) by WBSU for the year 2012-13 of Naba Barrackpur Prafulla Chandra Mahavidyalaya NSS Unit .
- g) Awarded as ‘Active Programme Officer’(NSS) by WBSU for the year 2013-14 of Naba Barrackpur Prafulla Chandra Mahavidyalaya NSS Unit .
- h) Participated in‘The Computer Awarness Programme’ conducted by Webel Technology Limited for the Academic Session 2011-12.
- i) Participated in a 5-Days ‘Workshop on Youth Motivation’ held at WBSU Campus from 23-27 March, 2015.

- j) Participated in a Workshop on “Tax Returns & Filing of Tax Returns” Organized by Dept. of Commerce & Management, Mrinalini Datta Mahavidyapith in Collaboration with Dept. of Commerce & Management, WBSU & Dept. of Commerce Nahata J.N.M.S.Mahavidyalaya as on 19th February, 2020.

OTHER EXPERIENCE:

- k) Knowledge of Computerized Accounting-TALLY, FACT, ACCORD, EX-Next Generation (Up to finalization of Accounts)
- l) Knowledge of Taxation-Manual(PAN,TAN,TDS,TCS,GST,P.TAX, ITR 1 to ITR-7)
- m) Knowledge of Taxation E-filing(e-IT, e-VAT, e-CST,e-TDS, e-TCS, e-P.TAX, e-Service Tax, e-EXCISE, e-PF, e-ESI, e-ROC)
- n) Working as an Examiner of Commerce related Subjects of C.U. Since 2001 and WBSU Since 2009.

AREA OF TEACHING:

Financial Accounting, Corporate Accounting, Cost Accounting, Management Accounting, Financial Management, Financial Statement Analysis, Direct and Indirect Taxation, Commercial and Industrial law/Business law/Business Regulatory Framework, Tax Returns & Filing of Tax Returns.

COLLEGE CORDINATOR: UGC Sponsored Remedial Coaching Course (2011-2012)
UGC Entry in Services (2011-2012)
Programme Officer NSS Unit-II (2011-2015)

MEMBER OF COLLEGE SUB-COMMITTEE:

Examination Sub-Committee.
