

# Sagnik Baksi

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## EDUCATION

### **Baruch College, The City University of New York**

*Bachelor of Business Administration in Accountancy*

*Masters in Accountancy*

**New York, NY**

Expected May 2015

Expected May 2016

- **GPA:** 3.2/4.0
- **Relevant Coursework:** Financial Accounting, Principles of Finance

## WORK & LEADERSHIP EXPERIENCE

### **Zbar & Leung LLP**

**New City, NY**

*Accounting Intern*

June 2013-Present

- Create a new company on QuickBooks and prepare balance sheets after transaction entries
- Calculate risk on client's investments and write summary of analysis
- Present bank reconciliations to partners of the firm after completion of calculation
- Redesign organization system in filing cabinets for greater efficiency in retrieving documents

### **Baruch College**

**New York, NY**

*Assistant Marketing Director*

September 2012-Present

- Increase turnout by 10% with the promotion of networking with admissions officials
- Create fliers with Microsoft Word to promote events throughout the semester
- Conduct what-if analysis on Microsoft Excel to forecast realistic budget for the semester

### **Baruch College**

**New York, NY**

*Freshman Orientation Leader/ Health & Wellness Orientation Leader*

March 2012-August 2012

- Tutored 10 international students in Algebra and English by giving detailed notes and reviewing essays
- Formulated strategies to solve leadership issues during 72 hours of case studies
- Advised students on tactics to cope with stress through PowerPoint presentations

### **Payless Shoesource**

**New City, NY**

*Sales Associate*

January 2011- August 2011

- Responsible for assisting with store closing and balancing cash in register up to \$1,000
- Accurately maintained and organized inventories up to \$5,000 in value
- Delivered reports to district manager of sales profits in each category with Excel spreadsheets at request of store manager

## SKILLS, ACTIVITIES & INTERESTS

**Language:** Fluent in Bengali

**Activities:** Playing basketball and visiting Subotnick Center to learn about equity markets