

NAME: Anindita Das

Date of Birth: 20th Aug, 1992



Contact

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Address

Malugram, Sibbari Road, Silchar 788002, Assam

Objective

To see myself working in an organization where I can utilise my knowledge, ability and become a growing self-dependent person with the growth of the organization.

Education

Qualification	Institute	Board / University	Year	% marks
BBA	R.K. Degree College	Sikkim Manipal University	2014	59%
Higher Secondary	NIOS	National Institute of Open Schooling	2009	58%
H.S.L.C	Govt. Girls H.S. & M.P. School	SEBA	2007	40%

Academic Project Undertaken

PROJECT UNDERTAKEN IN BBA :

- **Organization : Yamaha Drome, Silchar**
- **Duration : 45 days.**
- **Project title : A Study On Employee Job Satisfaction of Yamaha Drome, Silchar**

Computer Proficiency

- Tally (Diploma Finance Accounting) in 2011 from BDPS Silchar.
- Computer Basics in 2009 from BDPS Silchar.

Social Project Undertaken

SOCIAL PROJECT viz "CLEAN CACHAR" & "DISASTER MANAGEMENT"

Under SiMEx (Silchar Emergency Management Exercise), Assam State Disaster Management Authority, National Disaster Management Authority & District Disaster Management Authority, Cachar.

Achievements

- Achieved trophy for Singing in the year of 2005 for govt. girls school
- Secured 1st position in Diploma Finance Accounting in Computer Tally course by BDPS institute

Key Skills And Attributes

- Aggressive target oriented personality and very committed towards the assignment given to me.
- Hardworking, punctual and honest.

Work Experience

- Worked as a sales support in SBI Life Insurance for 8 months
- worked as a Customer Retention Cell in DISH TV still working for 3 years even now

Personal Details

- Fathers Name : Ajit Kumar Das
- Mothers Name : Sheli Rani Das
- Gender : Female
- Languages Known : English, Hindi, Bengali
- Permanent Address : Malugram, Sib bari Road, Silchar 788002, Assam

Declaration

I hereby declare that the information provided above is true to the best of my knowledge.

Place : Silchar

Thanking You,

Arindita Das.

