

CURRICULUM VITAE



ARNAB MUKHERJEE

ASHOKA RESIDENCY, SARADA PALLY ST NO-05
P.S.: ASANSOL (SOUTH) COURT MORE, ASANSOL
Dist: Paschim Burdwan Pin: 713304

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Career Objective:

Depending upon academic and other qualification my object of life will be to get high position in service by my honesty sincerity, hard working and devotion to work in office.

WORKING EXPERIENCE:

1. **SECC Census Project in District level Webal Tech.Ltd. (As a DEO Six (6) Month)**
2. **Finance Executive in L&T Finance Ltd. in Asansol Area (March 2014 to Oct.2015)**
3. **HDFC Bank Ltd. (in ADFC Division) (Retail Assets Operation and Clearing & DVU Ops. Dept.) As a Jr. Officer (Oct 2015 to Dec2018)**
4. **INDUSIND BANK LTD (IMFSPL Division) CFD-PPD As a Credit Verification Officer (1st Jan' 2019 to 11th April 2019)**
5. **Sundaram Finance Ltd. As a Sr. Executive Customer Support Branch Operation (Credit Control and Processing Department) (15th April 2019 to 31th July 2021)**
6. **Bandhan Bank Ltd As a Customer Care Executive (Dy. Manager Grade) (Home Loan and LAP Division / HFL & LAP Credit-Appraisal and Loan Disbursement Operation Jobs Profile) (5th Aug.2021 to Till Now)**

Career Summary :

- ❖ Excellent Capability of managing the operations .
- ❖ In depth knowledge of each job and supervising each department .
- ❖ Expertise in providing the best solution to the organization which give my company a new direction of development .
- ❖ Proficient in executing the programs using the limited resources .

Personal Qualities :

- ✓ Exceptional motivational and leadership skills.
- ✓ Remarkable patience with reliability and responsibility .
- ✓ Ability to make a strong and healthy relation among the employees .

Areas of Interest :

- Customer Relation & Back Office , Banking , Administrative Etc

Educational Qualification:

MSW (Master of Social Work) Passed from Netaji Subhas Open University with 2nd Class in 2013.

Graduation (B.A.) Passed in 2010 from Burdwan University with 2nd class.

Higher Secondary (H.S) Passed in 2007 from W.B.C.H.S.E. with 45%.

Madhayamic (M.P) Passed in 2005 from W.B.B.S.E. with 45%.

Professional Qualification:

- ❖ **Human Resource Associate** (National Certificate Course in Modular Employable Skills)
Certified by NCVT, Affiliated by Ministry of Labour & Employment, Govt. of India.
- ❖ **Diploma in Fire & Safety Management** Passed from Karnataka State Open University With 1st Class (Recognized by UGC-DEC and Approved by State Govt.of Karnataka)
- ❖ **Heath Care Multi Purpose Worker** (National Certificate Course in Modular Employable Skills)Certified by NCVT, Affiliated by Ministry of Labour & Employment, Govt. of India

Computer Skills:

- ❖ Certificate in Computer Application (Youth Computer Training Institution Asansol)
(Govt of W.B.) Microsoft office (Package) & Complete Knowledge of Internet
- ❖ Certified Industrial Accountant from (The Institutions of Computer Accountants)
(Accounts, Taxation, Tally ERP, Banking, Company Law: ROC & Labour Law, Central Excise)

Personal Details:

Father's Name	:	Mr. Partha Pratim Mukherjee
Date of Birth	:	1 st March 1988
Gender	:	Male
Marital Status	:	Married
Nationality	:	Indian
Religion	:	Hinduism
Cast	:	General
Preferred Place of Posting	:	Asansol , Durgapur
Language Known	:	English, Hindi & Bengali.
Hobbies	:	Photography, Reading News Paper & Journal's.

Declaration :

I hereby do declare that the information provided by me above are true to the best of my knowledge and belief.

Date : _____

Place: ASANSOL

Signature
(**Arnab Mukherjee**)

