CURRICULAM VITAE

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| RANJIT KUMAR ADHIKARY  **Correspondence** **Address Permanent address** c/o Mukunda Lal Adhikary  Village:Karola Same  PO:Thakurnagar  P.S:Gaighata  Dist:24 Parganas (N)  Pin-743287  WEST BENGAL  Mob. No-+9231514878  E-mail Id: **ranjit\_ranita@yahoo.co.in** |

**Present Career Objective:**

To evolved as a professional by developing my skills and knowledge and to increase my effectiveness by the way of joining in your organization.

**Educational Qualification:**

1993 10TH 2nd W.B.S.E.

1995 12th, Arts 2nd W.B.C.H.S.E.

1997 B.A.( Hons.) 2nd University of Calcutta

2013 MSW 2nd Rabindra Bharaty University

**Others Qualification:**

* **IRDA License in 2018**
* **HDFC Insurance Agent**
* **CSC RAP Certificate in 2021**
* **CSC Certificate in 2020**
* **Aadhar Supervisor Certificate in 2021**
* **CSC IIBF Certificate in 2021**

**Hobbies :**

* Listening to music
* Interacting with people

**Strengths :**

* Self Confidence.
* Capable of working successfully in a team.
* Optimistic.
* Proactive.

**Computer Profeciency :**

Ms Word.

Ms Excel.

Have A Sufficient Knowledge In Internet.

**WORKING EXPERIENCE** :

* 18 years Experience in Micro Credit Management and Social Welfare activities.
* Business Development & Branch expansion, Identification of the potential areas / districts for expansion of business in a region and setting up of new branch.
* Ensure business growth and diversity of products in the region as per business plan
* Analyze productivity, efficiency gaps of areas and branches.
* Guide credit teams in allotting working area to the Area Managers.
* Ensure credit team is taking preventive and curative measures in the region to maintain high quality portfolio.
* Ensures rules and norms of the company related to HR, Admin, training are adhered strictly in pursuit of the risk management and defined process.
* Monitoring and Quality Control.
* Visits field to observe field activities to ensure these processes are followed in compliance of the operational policy and procedure in the region.
* Provide guidance and training to Regional Office (RO) staff and Area Managers and identifying staff performers.
* Executive Leadership & Team Management: Overseeing the consensus building, teamwork & monitoring and guiding the team.
* Manage the assets collection portfolio for the region and ensure the set objectives & targets are met on recoveries and delinquency numbers.
* Micro Finance Training on ASA Model from ASA, Bangladesh.
* Participated in Capacity Building workshop on ASA, Bangladesh Model at Barasat.
* Training taken on Micro Credit Management (SHG & SGSY) organized by State Institute of Panchayet and Rural Development.
* Training taken on micro credit Management & Rural Development (SHG, SGsy) organized by state DRDC, North 24 PGS 2001.
* Participated Training workshop on Business Planning Organization and Development and Information Technology from [ASI@ITC](mailto:ASI@ITC), Planet Finance, Hariyana.
* Participated in Training on Micro Credit Program from Save and Depressed Children in collaboration with NABARD on 2002.
* 4 years working in GOAL INDIA Organization (IRELAND GOVT.) on slum development project like Health, Education and Livelihood.
* Training on motivation SHG promotion in IITD, Joka, and Kolkata.
* Attend organization development training course and MFI business planning course from Planet Finance in (Puri) 2003.
* Training on Micro finance from Tajmahal Gram Bikash Kendra on 1992.
* Training on micro finance from Bandhan.
* Training on Rural Development from MASS Education 2008.
* Participated training in Livelihood Promotion from IPER, Kolkata on 2010.
* Participated training in Process Documentation of Development Interventations from Sambodhi Rrsearch of Management Institute for GOAL INDIA on 2011.
* Participated training of Trainer (TOT) on Community Led Total Sanitation (CLTS) on 2012.
* Participated training course on Production & Management Goat, Rabbit from State Livestock Farm Kalyani,Nadia, Govt. of West Bengal on 1999.
* Participated training course on Swine Husbandary at the Regional Pig Breeding from Haringhata Farm Govt. of West Bengal on 1997.
* Participated training Poultry Production & Management from Animal Resources Development Department North 24 Pgs Barasat on 1996.
* He has enriched his knowledge by attending different programmes and seminars on this field organized by different leading Institutions for institutional development. Training imparted from RMK, FWWB, Planet Finance, , Bandhan, ASA Bangladesh.

**Personal Information**

Father’s Name **:** Mr. Mukunda Lal Adhikary

Date of Birth **:** 10-11-1975

Marital Status **:**  Married

Sex **:** Male

Nationality **:** Indian

Languages Known **:** English, Hindi, and Bengali.

**Declaration :**

I here by declare that the information furnished above is true to the best of my knowledge and belief.

**Date :**

**Place:**

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(Ranjit Kumar Adhikary)