

**Curriculum Vitae**

**Debajit Nandi**

**House no- 32, New Town, Cooch Behar**

**Pin code -736101**

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**OBJECTIVE**

**Put the best of my character, commitment and conviction to enhance the efficiency, expertise and earnings of my organization and hence of myself. I want to be proved as an asset for the Organization.**

**ACADEMICS**

**Pass Bachelor Of computer application in 2018 with 52% (GPA 4)**

* **SCHOOLING:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Examination** | **Board** | **Year of****Passing** | **% of****Marks** |
| **10th****(Secondary)** | **West Bengal Board of****Secondary Education** | **2011** | **57** |
| **12th****(Higher****Secondary)** | **West Bengal Council of****Higher Secondary Education** | **2013** | **59** |
| **BCA** | **Vinayk Mission Sikkim University** | **2018** | **GPA- 4** |
| **Master of Business Administration** | **Swami Vivekananda Subarthi Univercity, Distance Education** | **Pursuing (last year)** | **GPA-6(last year)** |
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**Academic Certification**

1. **Risk Management Certification From Risk Management Association Of India and AICP, London**
2. **Diploma in Taxation (Direct and Indirect tax) from North Bengal Univercity .**
3. **Certificate in Credit management from Indian Institute Of Banking and Finance ( IIBF)**
4. **NISM IX certification**
* **Java Script**

**SUBJECT INTEREST:**

* **Finance Management**
* **Sales and Marketing Management**
* **Credit Management**
* **Product Management**

**job experience**

* **Realationship Executive in HDFC Bank, Siliguri, Hill cart road branch. From 2021, 5th July.**

**Responsibility-**

1. **POSS machine sale**
2. **CASA**
3. **Car loan (four wheeler)**
4. **Personal Loan**
5. **Bushiness Loan against Current Account**
6. **Gold loan**
7. **Maintain CRM for Poss machine service.**
* **Finance and Marketing manger in Mission Hospital Coochbeher. From June 2018, 11th july.**

**Responsibility-**

1. **Maintain Finance Records**
2. **Maintain Marketing Management system**
3. **Accounts section**
4. **Maintain Account using Tally and SAP software**
* **HOBBIES : Documentary Film Making and Travel vlog**

**PERSONAL DETAILS**

* **DATE OF BIRTH : 13h December,1992**
* **NATIONALITY : Indian**
* **GENDER : Male**
* **LANGUAGES KNOWN : Bengali, English & Hindi.**

**DECLARATION**

**I hereby declare that the above-mentioned information is true to the best of my knowledge and belief and I bear the responsibility for the correctness of the above mentioned particulars.**

**Debajit Nandi**