

NAME: Abhijeet Dutta
DOB: 12/06/1990, **GENDER:** Male
Email: abhijeetdutta193@gmail.com
Linkedin: www.linkedin.com/in/abhijeet-dutta-70730b148
Contact No: 9051345475
Address: 27/J Alipore road
Kolkata.
PIN: 700027

CAREER OBJECTIVE:

Looking for challenging career, enhancing my competence in service and also to help the company to achieve maximum productivity.

ACADEMIC QUALIFICATION:

Year	Examination	Institute	Board/University	CGPA/%
2017-19	PGPM	Unitedworld school of business		7.75%
2008 - 11	BSC IN HOTEL MANAGEMENT	Subhas Bose Institute Of Hotel Management	PTU	65.75%
2008	ISC	St Thomas Boys School	ISC	72%
2006	ICSE	St Thomas Boys School	ISC	64%

Subject Specialization(in PGPM):

Major-Marketing Management

Minor-Retail Management

SUMMER INTERNSHIP:

Completed 9 week's Summer Internship from **Ogilvy** Kolkata at Client Servicing Department from April 2018 – June 2018.

Brands – MP Birla Group and Alcove Realty New Kolkata

Job profile

- To co-ordinate between the Studio and the Client service Department

- To participate in brain storming sessions and generate ideas as well as activities for the event that is to be conducted by our client

WORK EXPERIENCE

RECRUITMENT & DEVELOPMENT MANAGER Kotak life (JANUARY 22ND- PRESENT)

JOB ROLE

- To Recruit life advisors
- To train and motivate the team
- To ensure given business target is achieved

TERRITORY MANAGER (MANAGEMENT TRAINEE) CROSS SELL PERSONAL LOAN IDFCFIRST BANK (APRIL 22ND 2019 – AUGUST 14TH 2020)

JOB ROLE

- To achieve target through a team of DSTs
- To make daily customer visits with DST
- To ensure TAT & provide each customer a quality experience
- To hire & train DSTs for enhancing their productivity.

Worked as Assistant of Jewellery Valuer at Tara Chand Jain Johuree from January 2012-December 2016

Key Responsibilities:

- Helping the valuer to make invoice for all valuations,
- Maintaining communication with clients.

EXTRA CURRICULAR ACTIVITIES

- Playing Cricket and Football
- Reading Non-fiction books
- Participated in Jefferson Debates 2017 organized by U.S Consulate General Kolkata and ILEAD Kolkata.

LANGUAGES KNOWN:

English / Bengali / Hindi

KEY SKILLS :

- Good communication skills.
- Adapt to changes and pressures in the workplace.
- Ability to work in a team and committed to excellence.

