

Curriculum Vitae



SUJOY CHATTERJEE

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Career Objective :

To develop a career with dynamic managed organization that would provide ample opportunities to grow & to reflect high standards of performance in any assignment entrusted thereby ensuring organizational and personal growth.

Date of Birth : October 13, 1981

Specialization : **B.TECH with POST GRADUATE DIP. IN MANAGEMENT**

Academic Records :

Degree	Year of passing	Institution/ University	% of Marks	Div./ Class
Post Graduate Diploma in Energy Management (PGDEM)	2007	Indian Institute of Social Welfare & Business Management	70	I
B.TECH in Information Technology	2005	West Bengal University of Technology	75	I
Higher Secondary	2000	West Bengal Council of Higher Secondary Education	82.7	I
Madhyamik	1998	West Bengal Board of Secondary Education	84.8	I

Work Experience :

Organization : **Development Consultants Pvt. Ltd. (DCPL), India**

Period : March, 2007 – Till date

Designation : Senior Management Consultant, Project Development & Consultancy Division

Countries Visited for Assignment : **Nigeria** (Lagos, Ohaphia, Abia), **Ethiopia**

Responsibilities in Current Position :

- Preparation of Business Documents such as Offers/Proposals, Bid Documents
- Business Development in B2B (Business to Business Level)
- Organizing training program for Management trainees
- Co-ordination of Marketing activities for getting new job contracts from new clients
- Sales Forecasting & meeting the sales target (Quarterly basis)
- Market Study & Present Market trend analysis along with Forecast Analysis
- Design & Development of Marketing Strategy for a new Product
- Demand assessment, demand-supply gap analysis
- General Administration & Internal Audit co-ordination
- Providing continuous information/feedback to marketing support team to help them remove bottlenecks and loopholes in the processing system
- HR Sourcing for Client companies and design & development of Performance Appraisal System

Name of the Projects with which associated so far:

- Market Study for Sodium Sulphate in India, Uranium Corporation India Ltd
- Market Study for Cement (Primary) in Nigeria
- HR strategy formulation for Komorrah Limestone Corporation Limited in Meghalaya
- Desktop (Secondary) Study for a upcoming cement plant in Tanzania for Binani Cement
- Desktop (Secondary) Study for a upcoming cement plant in Kenya for Dangote Cement Plc
- Desktop (Secondary) Study for a upcoming cement plant in Ivory Coast for Dangote Cement
- Desktop (Secondary) Study for a upcoming cement plant in Fujirah, UAE for Binani Cement
- Formulation of Policy Guidelines for Grid Connected Rooftop Solar Scheme for Kolkata
- Restructuring Package Development for Sirpur Paper Mill located in Hyderabad
- Viability Study of Maamba Coal Mines in Zambia, Vedanta Group
- Market Study and TEFr for Baler Cement Plant in Sudan, Baler Cement-Turky
- Market Study for a upcoming Cement Plant in North Eastern India
- Market Study for a upcoming Cement Plant in Purulia, West Bengal
- Asset Valuation of Berber Cement Plant located in Sudan
- Cost Control & Monitoring Job for Waraq Paper, Saudi Arabia
- Business Plan formulation including Agri-Horticulture diversification plan for a limestone mining company in Shillong

- Fuel Availability Study for a Rice Husk based 10 MW TPP at West Bengal for CESC Limited
- Project Financial Analysis for Floating Solar in Andhra Pradesh

Trainings undertaken :

- ◆ A six (6) month English Language Orientation Programme organized by the British Institute, Kolkata during June – August, 2004.
- ◆ A Three (3) month Consultancy Orientation Programme organized by DC Centre for Continuing Education in May-August, 2007
- ◆ A 2 day training program organized by NIIT on Microsoft Project (MSP) 2016

Personal Details :

1.Father's Name	Samir Chatterjee
2.Address	14, Bachaspati Para Road. Dakshineswar. Kolkata-700076, West Bengal, India
3.Contact No	033-2564-8532(Residence) 8981162509 (Mobile) 9874832016 (Mobile)
4. Pass Port No	J 1861601 valid till 15/12/2020
5. Blood Group	O+
6.Languages Known	English, Hindi, Bengali (Mother Tongue)

Extra-Curricular Activities :

- Represented college in State Sports & Cultural Meet organized by West Bengal University of Technology in 2003 in debate, held in Calcutta & won the Gold Medal there.
- Represented college in a TV Debate show “Torkey Bohudur” in Akash Bangla Channel in 2004 & became runners up.
- Have interests in Drama, recitation etc.
- Represented in several Debate competitions, quiz competitions

Computer Proficiency :

- Have excellent working knowledge in MS Office (Word, Excel, Designing of spread sheets, Power Point, and Access), MS Project, Oracle Primavera and Internet surfing.