***PUJA ROY***

 **Contact no-8777637450**

 **Email:pujaroybepo1995@gmail.com**

**PROFILE**

To be associated with an organization that provides me on opportunity to show my skills improve my knowledge with the latest trends and to be a part of the team that works dynamically towards the growth of the organization

EDUCATION

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **SL.NO** | **SCHOOL/COLLEGE/UNIVERSITY** | **COURSE** | **YEAR** | **MARKS(%)/DGPA** |
| 1 | Calcutta university | B.com | 2020 | B  |
| 2 | Sir Nripendra Nath Girls High School | West Bengal Higher secondary Exam | 2012 | 55% |
| 3 |  Sir Nripendra Nath Girls High School | West Bengal Secondary Exam | 2010 |  46% |

 **Work experience**

1. **IDFC FIRST BANK** (THIRD PARTY PAYROLL) **ME HIN**

 Sales Officer -06/2016-02/2018

 Sales co ordinator-03/2018-07/2020

1. **Andromeda sales and Distribution pvt ltd**

Sales co ordinator-02/2021-currently working

 **SKILLS**

* + Research
	+ Time-Management
	+ Team handling
	+ Can perform under pressure
	+ Basic computer

PERSONAL INFORMATION

 **FATHER'S NAME**-PREMANGSHU ROY

**MOTHER'S NAME**-ANIMA ROY

**DOB**-10/01/1995

**NATIONALITY**-INDIAN

**MARITAL STATUS**-SINGLE

**LANGUAGE**- BENGALI, HINDI, ENGLISH

**PERMANENT ADDRESS**

55/E BISHNU PALLI, PURBA PUTIARY, NEAR TELEPHONE EXCHANGE

WEST BENGAL, KOLKATA-700093

**DECLARATION**

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

 PUJA ROY