

CURRICULUM VITAE



NAYANA SAHA

700526312

sahanayana09@gmail.com

Personal Summary/ Career Objective:

“To associate with an organization which gives me a chance to update my knowledge and enhance my skills”

Skill Sets/ Key Competencies/ Personality Traits:

- ✓ Good Communication Skill.
- ✓ Hardworking & Dedicated.
- ✓ Ability to work in a team and committee.
- ✓ Easily adapted in any dynamic situation.

Academic Profile:

Examination	Specialization	Board/ University	Year of Passing	Percentage/ CGPA
MBA	Finance	ICFAI UNIVERSITY TRIPURA	Batch: 2018- 20	
Graduation	Bachelor of Commerce (B.com pass)	TRIPURA UNIVERSITY	2018	53%
Higher Secondary	Commerce	TBSE	2015	59%
Madhyamik	-	TBSE	2013	56%

Software Proficiency/ Technical Skills:

- ▶ MS Office (Specially in word, excel, PowerPoint and access)
- ▶ SPSS
- ▶ E-Views software

Areas of Interest/ Areas of Expertise:

- ✓ Accountancy & financial analysis
- ✓ Numerical analysis
- ✓ Security analysis

Additional Qualification:

- ✓ 1Year Diploma in computer Application certificate Under the Institution of “friends electronics institute of India” in the year 2014-15
- ✓ 3month course completed on Hardware & Networking under Government of India From the “friends electronics institute of India” in the year 2015

Awards and Achievements:

- ✓ Certificate of the Appreciation in the Annual function event of the ICFAI University Tripura.

Hobbies/ Special Interests:

- ✓ Painting
- ✓ Reading some economic news

Language Proficiency:

Languages	Read	Write	Speak
English	[✓]	[✓]	[✓]
Hindi	[✓]	[✓]	[✓]
Bengali	[✓]	[✓]	[✓]

Personal Profile:

- ▶ Date of Birth: 21st December 1996
- ▶ Mother’s name: Sharmili Bhowmik
- ▶ Present address: Dhaleswar, P.O: Dhaleswar Pin: 799007, Agartala Tripura (west)
- ▶ Permanent address : Dhaleswar, P.O: Dhaleswar Pin: 799007, Agartala Tripura (west)
- ▶ Alternate Ph. No & E-mail ID: 7005226312, sahanayana09@gmail.com

Declaration:

I, hereby declare that, all the information given above is true to the best of my knowledge and belief.

Place: Agartala

Date:

(Signature)