

Curriculum Vitae

RITUPARNA BANIK

Pursuing Masters of Business Administration

Contact Number: 7085897700

E-Mail: rituparnaagt24@gmail.com



Career Objective: To take up any short of challenging job commensurate with my ability and knowledge to perform it successfully. I would be more than eager to shoulder responsibilities, which would broaden my knowledge and scope for future development. I am able to work on own initiative or as a part of a team and can deal with administrative duties competently.

Skill Sets/ Key Competencies/ Personality Traits:

- ▶ Good communicator and a hard worker.
- ▶ Very optimistic, confident and I am positive.
- ▶ Can perform effectively under stress.

Academic Profile:

Examination	Specialization	Board/ University	Year of Passing	Percentage/ CGPA
Madhyamik		Tripura Board of Secondary Education	2013	I Division
Higher Secondary	Science	Tripura Board of Secondary Education	2015	II Division
Graduation	Environmental Science	Maharaja Bir Bikram College	2018	Grade A
Pursuing MBA	Finance and Marketing	The Institute of Chartered Financial Analysts of India university, Tripura	2020	Grade B+

Projects Undertaken:

- ▶ Project Title: Performance Appraisal System of Desun Hospital and Heart Institute
- ▶ Organization: Desun Hospital and Heart Institute
- ▶ Duration: 45 days
- ▶ Location: Kolkata
- ▶ Functional Area: Human Resource Management
- ▶ Project Description: To know about this organizations employee performance. This organization is happy or not for their employees performance.

Awards and Achievements:

- ▶ Industrial Visit Certificate.

Hobbies / Areas of Interest:

- ▶ Read story books.
- ▶ Listening the song.

Language Proficiency:

- ▶ Bengali
- ▶ Hindi
- ▶ English

Personal Overall Details:

- ▶ Date of Birth: 24-January-1997
- ▶ Name of Father / Mother / Guardian: Mr. Pijush Banik
- ▶ Present address: Ramthakur Sangha, Near V2 shopping mall, Agartala, Tripura(w), pin-799001
- ▶ Permanent address: Ramthakur Sangha, Near V2 shopping mall, Agartala, Tripura(w), pin-799001
- ▶ Alternative Contact Number (mention only if any): 8259808422

Declaration:

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

Place:

Date:

(Signature)