

SABORNI DUTTA

Pursuing Master of Business Administration

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As a highly interested applicant currently continuing MBA specialised in Human Resource Management passed out from ICFAI University, Tripura, I am positively looking forward and eager to work under any prestigious company. During my 1st year of post graduation, I have successfully completed 14 live projects on various subjects of management studies. During my second year, I have successfully completed my 45 days Summer Internship Project in a well known reputed Public service Undertaking ONGC: Assam Arakhan Fold-Belt Exploratory- Asset and also hails a certificate from the company. I would very much eager in outing all my academic knowledge and practical learning in your business in the best possible way for the organisational benefit.

HIGHLIGHTS

- I have a good communication skill which is important for any company.
- I can adjust to any situation and come out with positive result.
- I am good in taking up responsibilities.

Career Objective:

- A highly organized and hard-working individual looking for a responsible position to gain practical experience.
- Seeking the position of “HR Manager” in your esteemed organization, where I can utilize my expertise to analyze the various HR issues in the company.

Education:

2018-2020

Master of Business Administration

ICFAI University, Agartala, Tripura

Pursuing

(During my first year of MBA I have completed fourteen live Project which was both primary and secondary based.)

2015-2018

Bachelor of Business Administration

Gurucharan College, Silchar

CGPA-4.99%

(During my graduation, completed a research based project which was published on an international journal)

2013-2015

Higher Secondary (12th)

Ramanuj Gupta Junior College, Silchar, Assam

Science, 2nd Division

Percentage- 56%

2013

HSLC (10th)

Silchar Collegiate School, Silchar, Assam

1st Division

Percentage- 64%

Training/Workshops:

18th May 2017-

27th June 2017

“Job Oriented English Proficiency and Finishing School Course”

By India Can- A Division of Pearson (This training helped me to learn proper usage of English words and also helped to speak English in articulate manner and with less fumbling)

Work Experience:

Internship

27th May 2019-

19th July 2019

ONGC, Silchar, Assam

Human Resource Trainee

(During the internship, I was under an HR executive of ONGC, Silchar and had a practical learning about the performance appraisal system of the company)

Seminar:

- Attended national seminar of “The Institute of Chartered Accountant Of India” organised by Assam University.
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Research Expertise:

- **Project Title:** “ A Comparative study of the preference of people for junk foods and traditional foods- A study on the Cachar District of Assam”
 - **Organisation:** Gurucharan College, Silchar.
 - **Location:** Silchar
 - **Functional Area:** . Marketing
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Language Proficiency:

I believe that I am an excellent communicator in the following languages:

- English
 - Hindi
 - Bengali
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Extra-Curricular Activities:

- Taken part in various types event during my graduation and post-graduation.
 - I take keen interest in singing.
 - I was the member of various organising committee for any programme during my study at ICFAI, Tripura.
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References:

1. **Dr. Sujit Deb**
Associate Professor
Faculty of Management Studies
ICFAI University, Tripura
Ph.:- +91-9862211451

2. **Mr. Abhijit Bhattacharjee**
Assistant Professor
Faculty of Liberal Arts.
ICFAI University, Tripura
Ph.:- +91-9612489755

Declaration:

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

Place:

Date:

Signature
(Saborni Dutta)