

Curriculum Vitae

Name: SUJATA ROY
Qualification: MBA (Pursing)
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Career Objective:

I am hardworking, student of master of business administration (MBA) at the Icfai university I have developed excellent analytical and skill through my degree. And learn about the real world. Now I am looking to future develop and use my skills and gain knowledge other experiences.

Skill Sets/ Key Competencies/ Personality Traits:

- ▶ Good communication and hard worker
- ▶ I am positive and confident
- ▶ can perform effectively under stress

Academic Profile:

Examination	Specialization	Board/ University	Year of Passing	Percentage/ CGPA
MBA	Finance	Icfai university Tripura	2020	Result awaited
Bachelor of commerce(B.COM)		Tripura university	2018	51%
H.S (+2stage)	Commerce	T.B.S.E	2015	47%
Madhyamik		T.B.S.E	2013	37%

Software Proficiency / Other Technical Skills:

- ▶ Basic
- ▶ Microsoft word, MS excel, power point

Projects Undertaken:

- ▶ Project Title: FINANCIAL AUDIT
- ▶ Organization: PROGRESSIVE ASSOCIATES, Kolkata
- ▶ Duration: 45days
- ▶ Location: Kolkata, West Bengal
- ▶ Functional Area: Kolkata
- ▶ Project Description: we are visit many company, I have good knowledge on salary sheet & wages sheet. Time record, operational performance and also gained understand the company's ability to run the business efficiently.

Awards and Achievements (mention only if any):

- ▶ INDUSTRY VISIT at Guwahati Assam

Hobbies / Areas of Interest:

- ▶ Listening music , Traveling , reading story

Language Proficiency:

- ▶ Bengali, Hindi
- ▶ English

Personal Overall Details:

- ▶ Date of Birth: 20/08/1997
- ▶ Name of Father: Ranjit Roy
- ▶ Mother: Shanti Roy
- ▶ Present address: Amtali, Adarsha Para
- ▶ Permanent address: Amtali, Adarsha Para
- ▶ Alternative Contact Number (mention only if any): 9366373815
- ▶ Alternative-mail ID (mention only if any): sujataroy783@gmail.com

Declaration:

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

Place: Amtali

Date: 18/09/2019

(Signature)