



Tapati Sarkar

Hapania, Agartala, Tripura (West)

[Contact no. – 7005373095]
[Email id: tapati.ts@gmail.com]

I am a Post graduate in Master of Business Administration with specialisation major in Finance and minor in Marketing. I have successfully completed a challenging two months summer internship at ONGC Tripura Asset. I am passionate about learning new things and looking forward to work in a competitive environment that enhances my overall learning. I believe I am hardworking, disciplined and self-motivated girl with positive attitude towards my career and life.

Skills

- I am good at Financial reporting
 - Good knowledge in Computer Application
 - Capable for problem-solving
 - Hard working and Quick learner
 - Ability to work in a team
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Career Objective

A dedicated and reliable individual interested in challenging entry level job position in your organization that provides me ample opportunities to continuously ignite my knowledge and skills by getting involved in challenging work and utilize them for personal and organizational growth to the best of my ability.

Education

2018 - 2020	Master of Business Administration ICFAI University, Tripura [Specialization – Major in Finance and Minor in Marketing] [First Class, CGPA- 9.19]
2011 - 2015	Graduated in Electronics and Telecommunication engineering Tripura Institute of Technology [First Class, CGPA-7.73]
2009 - 2011	Higher Secondary (12th) Sankaracharyya Vidyayatan, Tripura Board of Secondary Education [Stream: Science; 1 st division with 61.4%]

2007 – 2009

Madhyamik (10th)

Hapania High School, Tripura Board of Secondary Education
[1st division with 72.28%]

Training

17th June 2013-
28th June 2013

Certification training on Navigation and surveillance Facilities provided by AAI
[Airport Authority of India, Agartala Airport, Tripura]

30th June 2014-
6th July 2014

Certification Training on Television Broadcasting System
[Doordarshan Kendra, Agartala, Tripura]

Work Experience

Internship

29th May 2019-
19th July 2019

“A Study the Working Capital Management of Oil and Natural Gas Corporation”

ONGC Tripura Asset

[Position-Management Trainee]

[I worked as a management trainee where I had to focus on components of working capital management and the relation between liquidity and profitability of ONGC. It has helped me to grow my knowledge on balance sheet analysis, operational performance and also helped me to understand the company’s ability to run the business efficiently]

Hobbies:

Reading Newspaper, Story Books, Listening music

Language Proficiency:

Able to Read, Write and Speak

- English
 - Bengali
 - Hindi
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Personal Details:

- Name: Tapati Sarkar
 - Date of Birth: 07-10-1992
 - Father's Name: Gouranga Ch. Sarkar
 - Mother's Name: Indrani Sarkar
 - Present Address: Hapania, Sukanta palli
P.O-ONGC colony Agartala
Tripura (West), 799014
 - Permanent Address: Do
 - Alternative Contact no. – 8132802947
 - Alternative Email id: sarkar17tapa.jrk@gmail.com
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References**1. Dr. Sujit Deb**

Associate professor
Faculty of management Studies
ICFAI University, Tripura
Contact no. - 9862211451

2. Mr. Ambarish Deb

Former Assistant Professor
Faculty of management Studies
ICFAI University, Tripura
Contact no. - 9485016639

Declaration:

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

Place: Agartala

Date:

(Signature)
