

CURRICULUM VITAE

SUTAPA MONDAL (JANA)

Address: ¼, Rashmoni Bazar Road, Beliaghata, Kolkata- 700010

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➤ Career Objective

To Secure a challenging position Where I should effectively contribute my skills as a professional, possessing component Technical Skills, in an organization that offers professional growth While being resourceful, innovative and flexible.

➤ Personal Information

Name : Sutapa Mondal
Father's Name : Late Subhash Mondal
Sex : Female
Date of birth : 10th October, 1987
Marital Status : Married
Nationality : Indian

➤ Academic

DEGREE	COLLEGE/ UNIVERSITY	YEAR OF PASSING
MADHYAMIK	SukantaNagar Vidyaniketan	2004
HIGHER SECONDARY	SukantaNagar Vidyaniketan	2006
B.A (HONOURS)	Gurudas College	2010
M.A	Rabindra Bharati University	2011-12

Technical Skills

➤ Software Proficiency

Operating System's : MS Windows XP, 7
MS Office : MS Word, MS Power Point, MS Access & Advanced Excel.

Curriculum vatae

➤ Working Experience

- Worked as the School for 5 years Private Tuition.
- 1yrs School teacher Experience at NANHI KALI PROJECT

➤ **Personal Skills**

- Confident
- Comprehensive problem solving abilities
- Focused

➤ **Languages Known**

Bengali, Hindi & English

➤ **Area of Interest**

- Exploring General Knowledge through Internet Surfing,
- Social Networking Sites

➤ **Declaration**

- I hereby declare that the above furnished information is Correct to the best of my Knowledge.

Place : Kolkata

Date :

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signature