

RESUME

ADITYA BHATTACHARYA

‘44/1 Prince Anwar Shah Road, Kolkata

Pin- 700033

E-mail: aditya.bhattacharya22.ab@gmail.com

Mobile: 8017170598

CAREER OBJECTIVE

To work for an organization where I can participate and coordinate with my group members for streamlining the proposed task on hand where I can explore new opportunities so that I can motivate myself to succeed in my professional life along with the organizational goal.

EDUCATION QUALIFICATION

- MBA Completed From Institute of Business Management on Marketing, affiliated by Jadavpur university
- I have completed my Master of Science degree from Vidyasagar University in the year of 2016.
- I have completed my Bachelor of Science (Hons) degree from Calcutta University in the year of 2014.
- I have completed my Higher Secondary degree from West Bengal Council of Higher Secondary Education in the year 2011.
- I have completed my Secondary degree from West Bengal Board of Secondary Education in the year of 2009.

STRENGTH

- Comprehensive problem solving abilities
- Excellent verbal and written communication skills
- Ability to deal with people diplomatically
- Willingness to learn, team facilitator and a hard worker.
- Operational Knowledge on OS Like: Windows, Linux
- MS-Office: Word, PPT ,Excel
- Working Knowledge in Photoshop

WORK EXPERIENCE

- **Worked at Desun Hospital as a Public Relations Officer in ICU, Ward & CTVS Co-ordinator (From September 2014 to July 2020).**
- **Now Working at Fortis Hospital as a Senior Ward Secretary/Assistant, (From August 2020 to till now)**

PERSONAL DETAILS

Fathers Name: Basudeb Bhattacharya.

Sex: Male.

Nationality: Indian.

Marital Status: Unmarried

Date of Birth: July 22. 1993.

Language Known: Bengali (Mother Tongue), English, Hindi.

Hobby: Listening music, Sport, Computer gaming.

Salary : Negotiable.

DECLARATION

I hereby declare that all information's mentioned above are true and Correct to the best of my knowledge and belief.

Date:

Place: Kolkata

ADITYA BHATTACHARYA