**POST DETAILS**

|  |  |
| --- | --- |
| **Post Applied for** | **computer operator** |

**PERSONAL DATA**

|  |  |
| --- | --- |
| **Name (Block Letters)** | **GOURANGA MONDAL** |
| **Father Name** | **BRIKODAR MANDAl** |
| **Mailing Address** | **Vill+P.O-Barabagan(loknath palli),Dist-Birbhum,P.S-Suri,Pin-731103,W.B** |
| **Permanent Address** | **Vill+P.O-Barabagan,Dist-Birbhum,P.S-Suri,Pin-731103,W.B**  |
| **Contact No** | **Mob-9093644161, 7001552473** |
| **E-mail** | **gourangame@gmail.com** |
| **Nationality** | **Indian** | **Religion** | **Hindu** | **Native Place** | **Rajganj** |

**EDUCATION QUALIFICATIONS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **SL NO.** | **Qualification** | **Specialization** | **College/University/Institute** | **Years of passing** | **PERCENTAGE** |
| **I** | **10th** |  | **W.B.B.S.E** | **2001** | **67** |
| **2** | **H.S(10+2)** | **ARTS** | **W.B.C.H.S.E** | **2003** | **54.3** |
| **3** | **B.A** | **Geography** | **SKMU** |  **2009** | **61** |

**EXTRA QUALIFICATION**

**Basic knowledge of computer application**

Career Objective

* **Dynamic professional with team management & decision making skills**
* **A go- getter and a fast learner, I possess sound analytical, quantitative and problem-solving skills.**
* **Good people skills ability to communicate effectively and build long lasting/ mutually beneficial relationships.**
* **Self motivated, hard working and goal-oriented, with a high degree of flexibility and resourcefulness.**
* **Outstanding communication skills, verbal as well as written coupled with exceptional presentation skills.**
* **Believe in promoting a culture of teamwork that balances individual initiative with team accomplishments.**
* **Presentations skills and confidence demonstrated at my company.**

**Adept at working under deadlines and pressures and possess quick decision making skills**

**KEY ACCOUNTABILITY**

* **Good leadership**
* **New Opportunities / Good House Keeping.**
* **Responsible for achievement of targets in my territory.**
* **Responsible for training person.**
* **Team Handling.**

 **I hereby certify that the information provided above is true to the best of my knowledge.**

**Place- suri gouranga mandal**

**Date-15/09/20 Signature of Applicant**