**CURRICULUM-VITAE**

PHOTO

NAME: PIYALI DUTTA

**CONTACT NO. : 8016820423**

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**ADDRESS : VILL.-Gopalpur, P.O. +P.S -BAGNAN, DIST.-HOWRAH, PIN.-711303 STATE- WEST BENGAL.**

# CARRER OBJECTIVE:

TO WORK FOR AN ORGANIZATION WHICH PROVIDES ME THE OPPORTUNITY TO IMPROVE MY SKILLSAND KNOWLEDGE TOGROWTH ALONG WITH THE ORGANIZATION OBJECTIVE.

# PROFILE SUMMARY:

* **AN ENTHUSIASTIC LEARNER WITH HIGHLY MOTIVATED AND SALES SKILL SAVING.**
* **EXPERT IN CONVINCING ABILITY.**
* **EAGER TO LEARN NEW TECHNOLOGIES AND METHODOLOGIES.**
* **ALWAYS WILLING TO APPLY THE NEW THINGS WHICH CAN IMPROVEPERFORMANCE.**

# PERSONAL QUALITIES:

* **HIGHLY MOTIVATED AND EAGER TO LEARN NEW THINGS.**
* **STRONG MOTIVATIONAL AND QUICK LEARNING SKILLS.**
* **ABILITY TO PRODUCE BEST RESULT IN PRESSURE SITUATION.**
* **EXCELLENT COMMUNICATION SKILLS IN WRITTEN AND VERBAL BOTH.**
* **ABILITY TO WORK AS INDIVIDUAL AS WELL AS IN GROUP.**

# ACADEMIC QUALIFICATION

|  |  |  |
| --- | --- | --- |
| **NAME OF THE EXAMINATION** | **NAME OF THE BOARD/UNIVERSITY** | **YEAR OF PASSING** |
| **SECONDARY**  **EXAMINATION** | **W.B.B.S.E.** | **2007** |
| **HIGH SECONDARY EXAMINATION** | **W.B.C.H.S.E** | **2009** |
| **GRADUATE ON B.A (Hons)** | **CALCUTTA UNIVERSITY** | **2012** |

* **EXTRA-CURRICULAR ACTIVITIES:**

|  |  |  |  |
| --- | --- | --- | --- |
| **SKILL CATECORY** | **SKILL NAME** | **YEAR OF**  **PASSING** | **ACADEMY** |
| **CERTIFICATE OF INFORMATION & TECHNOLOGY** | **COMPUTER FUNDAMENTALS, DISK OPERATING**  **SYSTEM(DOS,WINDOWS**  **XP) M.S.OFFICE(MS- WORD,**  **MS-EXCEL,MS-POWERPOINT,MS- ACCESS), VISUAL FOX PRO , VISUAL BASIC , OVERVIEW OF VBNET ALGORITHIM & FLOWCHART ,**  **INTERNET& E-MAIL** | **2012** | **BAGNAN YOUTH COMPUTER TRAINING CENTRE** |

* **EXPERIENCE DETAILS:**

**As an Sales Coordinator of BKS Realcon Pvt LTD.**

* **PERSONAL DETAILS**

**NAME : PIYALI DUTTA**

**FATHER’S NAME** : **SAWPAN KUMAR DUTTA**

**DATE OF BIRTH** : **22.02.1992**

**SEX** : **FEMALE**

**NATIONALITY** : **INDIAN**

**RELIGION** : **HINDUSIM**

**CATEGORY** : **GENERAL**

**MARITAL STATUS** : **UNMARRIED**

**LANGUAGE KNOWN** : **BENGALI, HINDI &ENGLISH**

# DECLARATION:

**I HERE BY DECLARE THAT THE INFORMATION FURNISHED ABOVE IS TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.**

**PLACE: BAGNAN, HOWRAH DATE:**

SIGNATURE