



CAREER OBJECTIVE

An experienced professional in the corporate sector, currently pursuing PGDM in Finance to deepen my knowledge and expand my skill set. I am driven by a passion for business strategy and organizational growth. Upon completing my PGDM, I am eager to re-enter the corporate world, leveraging my enhanced expertise to contribute meaningfully to dynamic and forward-thinking organizations.

EDUCATION

YEAR	COURSE	SPECIALIZATION	BOARD/UNIVERSITY	PERCENTAGE OBTAINED
2026	PGDM	Finance	Globsyn Business School	Pursuing
2020	B.Com	Accountancy	University of Calcutta	66.10%
2017	Class XII	Commerce	ISC	78.00%
2015	Class X	General	ICSE	74.00%

INTERNSHIP

Company Name: Institute of Neurosciences [From 28-04-2025 To 29-07-2025]

- **Project Title:** Finance Intern
- **Location:** Kolkata
- **Job Responsibility:**
 - Checking GRNs, Issuing dock numbers, Verifying credit notes, Vouching pharmacy bills, Checking bank payment summary details, Making templates for UPI and credit card receipts

WORK EXPERIENCE

Company Name: Sureminds Solutions Pvt. Ltd. [From 17-07-2023 To 29-03-2024]

- **Designation:** International Customer Support
- **Location:** Kolkata
- **Job Responsibility:**
 - I was working with Capgemini under 3rd party payroll. I had to resolve customer queries, handled issue troubleshooting, escalations, and documentation while meeting quality and compliance standards, ensuring timely resolution of service requests.

Company Name: Concentrix [From 02-12-2021 To 02-07-2023]

- **Designation:** Customer Service Representative
- **Location:** Kolkata
- **Job Responsibility:**
 - Resolving customer queries

ACTIVITIES AND INTEREST

- Fitness Enthusiast
- Fashion
- Watching cricket
- Food Enthusiast
- Listening to Bollywood songs

OTHER INFORMATION**KEY SKILLS:**

- Excel Basics
- MS Word
- MS Powerpoint
- English Communication Skills
- Hardworking

LANGUAGE KNOWN:

English (Professional), Hindi (Working), Bengali (Native)