



SOURAV CHATTERJEE

Address for Communication:

Flat – F3, 3rd. Floor, Block – B, Green View Residency, Kururia Danga, Durgapur, Dist – Paschim Burdwan, Pin – 713203, State - West Bengal, India.
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Personal Memorandum:

Father's Name :Mr. Swapan Chatterjee.
Nationality : Indian.
Date of Birth : 21st. January 1980.
Sex : Male.
Marital Status : Married.
Interest : Long Drives, Solo Trips
Languages Known : English, Bengali and Hindi.

Computer Proficiency:

Operating System: Windows 10 Pro, Windows 11 Pro.
Package : MS-Office, MS-Axapta, Finware, Flexcube, UBS, GSPN.

Professional Qualification :

Certification in Life Insurance (IRDA).

Date :

Signature:

(Sourav Chatterjee)

CURRICULUM VITAE

PROFILE :

A confident and enthusiastic professional with experience in IT service industry, banking operations, administration, sales, finance, customer service and customer relationship management. Possessing well-developed communication and interpersonal skills with an ability to understand client specification and deliver solutions. I am looking for a challenging position in a commensurate organization.

EDUCATIONAL QUALIFICATION :

Bachelor of Commerce, MBA (Marketing & Finance).

PROFESSIONAL EXPERIENCE :

<u>Organization</u>	<u>Designation</u>	<u>Tenure</u>	<u>Place of Posting</u>
Frontiza Services Pvt. Ltd.	Business Development Manager	June 2023 – Present	Durgapur
Incogeek OPC Pvt. Ltd	Business Development Manager	Aug 2022 – June 2023	Durgapur
Altamed Clinic LLP	Administration & Operations Manager	May 2018 – July 2022	Durgapur
Samsung Electronics India Ltd. – Authorized Service Centre (Paul Enterprise)	Branch Service Manager	Nov. 2014 – Apr. 2018	Raniganj
HDFC Bank Ltd.	Deputy Manager (Branch Operations Manager)	Apr. 2008 – Oct. 2014	Burdwan, Suri.
GKB Rx Lens Pvt. Ltd.	Sales Executive	Nov. 2005 – Mar. 2008	Kolkata

SUMMARY OF QUALIFICATION :

<u>Examination</u>	<u>Institute</u>	<u>Year of Passing</u>	<u>Place</u>	<u>Percentage of Marks</u>
MBA (Marketing & Finance.)	Management Institute Of Durgapur	2005	Durgapur	74%
B.Com.	Shyamaprasad College	2003	Kolkata	40%
I.S.C (Commerce)	St. Michael's School	1998	Durgapur	74.8%
I.C.S.E (10 th .)	A. G. Church School	1996	Ukhra	66.4%

TRAININGS & PROJECTS :

❖ Project work on “Market Research on Banking Services” for ICICI Bank Ltd., City Centre, Durgapur.

❖ “Retail Mapping Project” at Durgapur, Burdwan, Raniganj & Bankura for TATA Teleservices Limited (TATA Indicom), Bengal Shrishti Building, City Centre, Durgapur.

I hereby declare that the above mentioned information is correct to my knowledge and I bear the responsibility for the correctness of the above mentioned particulars.