

SUMAN BANERJEE

Contact No: +91-9831438475 (M)

Email: sumanb84@gmail.com

EDUCATIONAL QUALIFICATION

- **Bachelor of Media Science (BMS)** from **Techno India** (West Bengal University of Technology) with 71.5 % with specializations in Mass Communication, Journalism, Photography, Public Relation, Advertising, Film Studies etc.
- Passed 12th standard with 48%.
- Passed 10th standard with 68%.

TECHNICAL QUALIFICATION

1. Completed Six months **Certificate in Information Technology Applications** (MS Word, MS Excel, MS PowerPoint) from **Youth Computer Center** run by **Govt. of West Bengal**.
2. Multimedia Software expertise in **Photoshop CS4** and **Premiere Pro**.
3. Completed one-year Certificate Course “Camera” in **Advanced Video Photography** from **National Institute of Film & Fine Arts [NIFFA]**, Kolkata.
4. I have two years’ experience in **Press Photography** under by **Tarapada Banerjee** (Photojournalist).

WORK EXPERIENCE

1. Presently working in **Reino Group** Since November 2019 is a Consultant house dealing with ISO, Trademark, Copyright & Various type of System & Management Certification as a **Business Development Manager** till Now. It is required extensive work to handle various clients and guide them as per their business requirements.
2. Worked in “**KLARKE FACILITY MANAGEMENT PVT. LTD.**” as **Manager in Operation, Administration & Marketing** from December 2017 to June 2019. **This profile was included to prepare multiple types of MIS and reporting to Head Office. Working with company compliance, Staff attendance Rooster maintains with Salary calculation & others Administration work & Business Development also.**

Some of our esteemed client was Future Group (Big Bazar & Easy Day), Spencers, Pantaloons, Baazar Kolkata, City Life, Central, Vishal Mega Mart, Mainland China, Oh Calcutta, Silver Spring, Shopper Stop, Avani River Side, Max, Barbeque Nation, Sigree Global Grill Etc.

3. Worked as **Event & Marketing Manager** in **INEX** Event Management Company for Three years (2014 to 2017) Through many State Govt. & Central Govt. like ,Airport Authority of India ,Indian Army, HIDCO,NKDA, Book Fair, WBSEPS, WB Minorities Development & Finance Corp. ,WB State Book Board, National Book Trust, India Organized Programmers.

PERSONAL INFORMATION

Father's Name : Late. Swarup Chand Banerjee
Address : 11, Surath Chandra Banerjee Lane, Konnagar, Dist-Hooghly,
Pin :712235. West Bengal.
Date of Birth : 27th November, 1984.



(SUMAN BANERJEE)