Saikat Paul

Male,24 years
2/195 c, Bijoygarh, Jadavpur, Kolkata – 700 032

OBJECTIVE

I am seeking an employment in an organization where my knowledge and skills can be utilized to its fullest and which would simultaneously provide me an opportunity to prepare myself for higher responsibilities and also would add a value addition to the organization.

PROFESSIONAL SYNOPSIS

- Good interpersonal skills especially in multi-cultural environment,
- Ability to handle new assignments and meeting deadlines,
- Can work as a team member effectively by clarifying new ideas and innovative approach
- Quick learner and hard working.
- Self-motivated, enthusiastic learner, positive attitude.
- Have an ability to perform under pressure.

EDUCATIONAL QUALIFICATIONS

Qualification	School / College	Board/University	Year of Passing	Percentage/ CGPA
Mba (Marketing)	IMS Business School	MAKAUT	Pursuing	
B.COM (Accountancy Honours)	Prafulla Chandra College	Calcutta University	2016	54.66%
Std XII	Kalidhan Institution	WBHSC	2013	72%
Std X	Jadavpur High School	WBBSE	2011	60%

1. PREVIOUS WORK EXPERIENCE

B. G Distributors Pvt Ltd.
Kolkata (Topsia) from May 2017 to 18th October as as sales Executive

- Channel Sales through distributor handling.
- Give training to various sales channels at the time of launching new products.
- Order placing and collection.

Asian Paints
Customer Care Associate
South Kolkata from 20th Nov to Till now

- Lead Conversion
- Payment Collection
- After Sales Service & Support
- Site Supervision
- Problem handling &give proper solution to contractor or customer
- Maintain good relationship between customer & contractor
- Dealer Management
- Billing focused products to the dealer

ACADEMIC ACHIEVEMENTS

- Received a token of appreciation from Local Committee for securing 1st Division in Std. X and Std. XII also.

COMPUTER PROFICIENCY

- 2 year Diploma in Financial Analysis (Tally ERP 9) from YOUTHCOMPUTER TRAINING CENTRE (Kolkata).
- Basic knowledge in computer.

INTERESTS / EXTRACURRICULAR ACTIVITIES

- Bike Riding.
- Travelling.
- Listening to soft music.
- Completed a 2 Year diploma course in drawing from a private institution (PKK) in Kolkata,
- Photography.

PERSONAL DETAILS

- Date of Birth : 21st Oct 1995
- Address : 2/195c Bijoygarh, Kolkata- 700032
- Mail id : Rajapaul195@gmail.com
- Contact No : 8240058123 / 9038726743

Nationality : Indian
Linguistic Abilities : Hindi, Bengali & English
Marital Status: Single