

# PRIYANKA CHAKRABORTY

**Permanent Address:** A/130/1, H.B.TOWN, ROAD NO 9, POST OFFICE – SODEPUR, POLICE STATION – KHARDAH, DISTRICT – NORTH 24 PARGANAS, KOLKATA - 700110

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## Career Objective

Seeking a career to utilize my knowledge, personal skills to gain comprehensive understanding of a reputed organization so as to take responsibility and contribute significantly

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## Summer Internship Program

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- **Name of the Organization** : Tata Power Company Ltd
- **Designation** : Management Trainee ( HR )
- **Project Name** : **A Project Report on Skill Mapping, Health Index, Reach Out, Pareto Analysis and Analysis of HR Response Time**
- **Location** : Haldia, West Bengal
- **Period** : 18.06.2019- 04.09.2019
- **Handling Responsibilities like:**
  - Meeting with Departmental representatives to discuss HR issues
  - Interaction with employees
  - Referring issues to senior HR Staff
  - Preparation of HR related reports as needed
  - Seeking areas of improvement on various projects in the company

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## Academic Qualification

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Examination	Board/University	Institute	Passing Year	Subject	Percentage/ DGPA/CGPA
Post-Graduation	M.A.K.A.U.T	Haldia Institute of Technology	2020	MBA (HR)	8.72
Graduation	JIS UNIVERSITY	JIS UNIVERSITY	2018	LLB	8.55
Graduation	W.B.S.U	Barrackpore Rastraguru Surrendranath College	2014	Geography	41.23 %
Higher Secondary	W.B.B.H.S.E.	Sodepur Sushilkrishna Siksayatan For Girls	2011	Science	81.80 %
Secondary	W.B.B.S.E.	Sodepur Sushilkrishna Siksayatan For Girls	2009	Beng, Eng, Math, Phy Sci, Life Sci, Geo, Hist,	67.62 %

## **Achievements**

- Enrolled as an Advocate under the Advocates Act, 1961 in Bar Council Of West Bengal on 29.05.2019
- Received CIL Scholarship from South Eastern Coalfields Ltd for excellent performance in Higher Secondary Examination for the year 2011-12 vide Ref No : SECL/DCC/06/2012/290(in) dated 26.06.2012
- Certificate of excellence from Dankuni Coal Complex for excellent performance in Higher Secondary Examination by General Manager, Dankuni Coal Complex.
- Certificate of Honour from Dankuni Coal Complex Employees Co-operative Credit Society Ltd for excellent performance in Higher Secondary Examination for the year 2011-12

## **Co curricular Activities**

- Successfully Completed NPTEL Online Certification Course on '**Human Resource Development**' ( July – October 2019 )
- Participated in the Up-skilling program in **Financial Literacy**, conducted under project Prabhat, a community initiative of Hindustan Uniliver Limited at Prabhat- Labournet Skill Development Center Haldia on 26-27 September 2019
- Participated in the National Workshop on '**Managing Self in the VUCA World**', organized by Department of Management and Social Science, Haldia Institute of Technology in association with Hindustan Uniliver Limited on 26-27 September 2019
- Successfully Completed NPTEL Online Certification Course on '**English Language For Competitive Exam**' (January – April 2019)
- Successfully Completed NPTEL Online Certification Course on '**Ecology and Environment**' ( August – October 2018 )
- Participated in the one day workshop on '**Understanding Gender – Sexuality, Violence & Creating Resistance**', organized by Sappho for Equality in collaboration with the Department of Education, JIS University, Agarpara on 14<sup>th</sup> March, 2018
- Participated in the one day Law seminar titled '**Independence and Efficiency of Sectoral Regulators in India**' on 13<sup>th</sup> March, 2018
- Participated in the one day program on '**The Insolvency & Bankruptcy Code, 2016**', organized by The Center for Financial & Regulatory Governance Studies, WBNUJS, on 16<sup>th</sup> September, 2017
- Attended the Credit Course on **Human Rights Litigation and Advocacy Strategies** conducted by The National Law School of India University, Bangalore and The West Bengal National University of Juridical Sciences, Kolkata from 25<sup>th</sup> November 2016 to 3<sup>rd</sup> December 2016

## **Professional Training Programme :**

**Course Name :** Diploma in Information Technology Application ( DITA )

**Center Name :** North 24 PGS Model Youth Computer Training Center

**Duration :** 1 year ( 2014-2015 )

## **Computer Knowledge**

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- Knowledge about computer literary
- Knowledge about MS Office, PowerPoint, Excel, Word, Outlook
- Knowledge about Network Communication
- Highly Proficient to working with **Windows Operating Systems**

## **Hobbies**

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- Cooking
- Shopping

## **Languages Known**

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<b>SL No</b>	<b>Language</b>	<b>Read</b>	<b>Write</b>	<b>Speak</b>
<b>1</b>	English	✓	✓	✓
<b>2</b>	Bengali	✓	✓	✓
<b>3</b>	Hindi	✓		✓

## **Personal Details**

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- **Date of Birth:** 29th May, 1993
- **Blood Group:** O + Ve
- **Gender:** Female
- **Father`s Name:** Mr. Partha Protim Chakraborty
- **Mother`s Name:** Mrs Sankari Chakraborty

### Declaration

I do hereby declare that all the statements furnished above are true to the best of my knowledge & belief.

Date: 28.12.2020  
Place: Kolkata

Signature: