

Srikanta Nayek

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SUMMARY

Aim to be associated with a progressive organization which offer an excellent atmosphere to prove myself by utilizing all technical knowledge into practise and profit myself with experience and valuable knowledge for the development and growth of the organization. Eager to apply my academic background, strong problem-solving abilities and grow professionally in a challenging and dynamic environment.

EXPERIENCE

Fresher

EDUCATION

Bachelor of Arts in Political Science

Dum Dum Motijheel College (WEST BENGAL STATE UNIVERSITY) • Kolkata, India • 2024

Higher Secondary Education

Dum Dum Sree Arabinda Vidya Mandir (WBCHSE) • India, Kolkata • 2021

Secondary Education

Dum Dum Vivekanda Vidyalaya (WBBSE) • India, Kolkata • 2019

CERTIFICATIONS

Basic Computer

ICUBE Institute • 2023

- Microsoft Word -
- Powerpoint -
- MS Access -
- MS Excel

Diploma in Programming Language

ICUBE Institute • 2023-2024

- C
- C++
- Java
- Python

Advanced Excel

- 2023
- - Vlookup, Hlookup, Xlookup
- Index-Match, Conditional Formatting
- All If Formulas like Countif, sumif, Etc

SKILLS

- **Field of Interest:** Customer Service, Constantly Learning New Things
- **Soft Skills:** Ambitious, Fast Learner, Self Motivated, Confident
- **Technical Skills:** Empathy, Patience, Professionalism, Adaptability
- **Languages:** English(read,write,speak)
Bengali(read,write,speak)
Hindi(Speak)
Oriya(Speak)