

# NILADRI DE

📍 Kolkata, India  
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## ✈ Skills

- CRM
- Team Management
- Digital Marketing
- Database Management
- SEO
- MS Office
- MS Excel (Advanced)
- Troubleshooting

## ♥ Interests

- Logistics
- Operations
- Project Management.
- Large Scale Data management.
- Cloud Practitioner
- Tourism

## 🗣 Languages

- English
- Hindi
- Bengali

## 🎯 Objective

As a growing corporate professional, I am actively seeking enhanced career prospects that allow me to leverage my adept skills within a larger organizational setting. With a keen aptitude for rapid learning and innovative thinking, I aspire to make meaningful contributions towards company's success.

## 📁 Experience

- **SPOTRIX** *January 2022 -*  
Office Manager  
Role: **Office Manager :Large Scale Data Handling.** *March 2024*
  - Market evaluation of cars across various European countries.
  - Identifying and rectification of discrepancies, ensuring data accuracy and adherence to quality standards.
  - Distribute, audit, process and approve large scale data.
  - Managing work process of the Data entry operators.
- **Supreme Sanitary** *January 2021 - June 2021*  
Inventory Management
  - Inventory and Database processing.
  - GST filing.
- **Andaman Exotic Holidays** *February 2020 - April 2020*  
Business Development Intern
  - Creating Itineraries
  - Handling clients.

## 🎓 Education

- **BBA(H)** *2018-2021*  
Calcutta Institute of Engineering and Management  
7.9 SGPA

## ✔ CERTIFICATIONS:

- **•NQT April 2024** participant with 80.27% score
- **•AWS Cloud Practitioner**