

# Suchismita Samantaray

Chennai, Tamil Nadu

[suchismitasamantaray7\\_d9t@indeedemail.com](mailto:suchismitasamantaray7_d9t@indeedemail.com)

8249431893

- Languages known: English, Oriya, Hindi
- Good presentation and leadership skill.
- ACADEMIC ACHIEVEMENTS
- One of best student in debates at HUMAN LIFE CENTRE.
- Frequent debater in school and college.
- Participated and acknowledged in science exhibition in school.
- INTERESTS / EXTRACURRICULAR ACTIVITIES
- Participated in various Athletic competition.
- Singing, Dancing & Awarded best dancer for LG social event.

PLOT NO-267/2631, AIIMS NAGAR NEAR SBI BANK, LANE-8

## Work Experience

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### **Management Hr Intern(Talent Acquisition Team)**

TATA POWER, TPCODL, ODISHA

July 2020 to January 2021

Responsibilities:

- Involved in Talent Acquisition Team for the Mass Recruitment in ODISHA
- Designing On-boarding process(Screening, Interview, Document Verification, Joining Formalities)
- Recruitment and Selection
- Assisted in social media sourcing for resources
- Day to day activities of HR DEPARTMENT
- Organizing inductions and training for new employees

### **HR-cum-Marketing Executive**

R.K. MARBLES, BHUANESWAR

2019 to May 2020

Responsibilities:

- Dealing with employee grievances
  - Employee management & Employee welfare/ engagement
  - Sourcing, Interviewing, Document verification, Joining Formalities
  - Arranging training programme
  - New customer acquisition and retaining the existing ones
  - Pre and post sales assistance to customers
  - Coordinated with architects and builders for requirements and new sales opportunities
- Maintaining relations with dealers and acquiring new dealers and builders for sales perspective

## **INTERNSHIP / ACADEMIC PROJECT**

AKZONOBEL INDIA LTD

May 2017 to July 2017

Understanding the perception of education institutions towards paints, marketing strategies for paint industry,

research on perception and behavior of education institutions and households towards buying and usage of paint

regarding price, frequency of purchase and usage.

- Understanding the consumer as well as employee behaviour in paint related business.

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ACADEMIC PROJECT

- project on Integral marketing communication for MAGGI.
- Created advertisement for MAGGI and TATA SALT.
- Live sales project for FMCG products.
- Retail marketing and store analysis on Reliance Digital.
- Project on intervention in any educational organization.

## Education

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### **MBA in Management**

KIIT University

2018

### **B.com in EDUCATION & TECHNOLOGY BBSR**

UTKAL UNIVERSITY

2016

K N WOMEN'S COLLEGE BBSR

2013

### **EDUCATION ODISHA**

BORD OF SECONDARY

2011