

## RESUME

16/11, GOPAL GHOSH

LANE SALKIA,

HOWRAH-711106

Contact No.: 9330576604 / 79803 85058

**Ms. Tiya Maity**

E-Mail Id: [tiyasamaity405@gmail.com](mailto:tiyasamaity405@gmail.com)

### ➤ **Career Objective:**

**In pursuit of a career that recognizes & appreciates my technical acumen & ability.**

- **Branch:** Bachelor of Computer Application (BCA)
- **College:** Narula Institute of Technology
- **Semester:** 1(First)

### ➤ **Basic Academics.:**

Standard	Board	School	Year
Madhyamik	WBBSE	Salkia K.B.R. Girls' High School	2017
Higher Secondary	WBCHSE	-Do-	2019

### ➤ **COMPUTER SKILLS :**

- **Operating system:** Windows OS
- **Office suites:** Microsoft Office (MS Word, MS Excel, PowerPoint, etc.)
- **D.T.P.:** Adobe Photoshop, Corel Draw
- **Communication and collaboration tools:** Skype, Social Medias

### ➤ **Job Eperience :**

Full 2yrs job experience in Telecalling/BPO

1. Shikshani Teachers Bureau
2. Success Point
3. Hoppoo Pvt. Ltd.

- **Extra-Curricular Activities:** Dance (Completed 5<sup>th</sup> year under Bangiya Sangeet Parishad), Drawing, Magic.

➤ **Languages known:** Bengali (Fluent), English & Hindi (speaking, reading).

➤ **Hobbies:** Making friends, listening soft music.

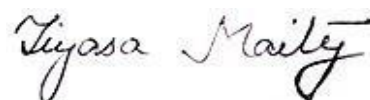
➤ **PERSONAL DETAILS:**

- **Name:** Ms. Tiyasa Maity
- **Date of birth:** 28<sup>th</sup> December, 2001
- **Name of Guardian:** Mrs. Mousumi Maity
- **Present Address:** 16/11, Gopal Ghosh Lane, Salkia, Howrah-711106
- **Permanent Address:** 12/4, Kaibarta Para Lane, Salkia, Howrah-711106
- **E-mail:** [tiyasamaity16@gmail.com](mailto:tiyasamaity16@gmail.com)
- **Contact No. :** 79803 85058 / 78909 30769

➤ **Declaration:**

I do hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

**Place:** Howrah  
**Date:** 10/07/2019



---

(Ms. Tiyasa Maity)