

# CURRICULUM-VITAE

## HEENA LATA BHATTACHARYA

Bankimnagar Ichapur

P.O- Ichapur Nawabganj, P.S Noapara

Dist- 24 Pgs North, 743144

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### SUMMARY

Seeking a deserving profile in the company where I can deliver my expertise and innovative skills while maintaining the integrity and work ethics of the working environment, thereby maintaining the reputation of the organization.

### SPECIAL SKILLS AND CAPABILITIES

- High standards of personal appearance
- Having good ethics and attitude
- Customer service
- Banking Product Knowledge and team work

### WORKING EXPERIENCE

Company Name : Adframe Pvt. Ltd. (Bandhan Bank)

Key Skill : Customer Support Executive

Duration : 08/11/2018 to 20/01/2023

### EDUCATIONAL QUALIFICATION

Examination	Board/ Council/ University	Year of Passing
10 <sup>th</sup>	I.C.S.E	2011
12 <sup>th</sup>	I.S.C	2013
BBA Hons	WBUT	2016

## COMPUTER SKILLS

- Basic Knowledge in Computer

## PERSONAL INFORMATION

Father' Name	:	Lalit Tirkey
Date of Birth	:	18/11/1993
Languages Known	:	English, Hindi, Bengali
Gender	:	Female
Religion	:	Christian
Nationality	:	Indian
Marital Status	:	Married

## DECLARATION

- I hereby declare that all the information given above is true to the best of my knowledge.

**Date :**

**Place : Ichapur**

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**Signature**