



SUBRATA DUTTA

COLLECTION MANAGER



SUMMARY

I am an experienced professional with a successful career in banking, business development, and administration. I possess extensive knowledge of collection and credit laws, along with strong organizational skills. As a forward-thinking senior manager adept at leading teams, my goal is to drive high performance and meet challenging objectives. Currently, I am seeking an entry-level Collection Manager position to further utilize my expertise



CONTACTS



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DOB - 28 February, 1977



136, Ananda Palit Road, Kolkata, India



S.O. Gobindo Chandra Dutta



EDUCATION

Bangabasi College

Bachelor Of Arts

Kolkata, India 01/1996 - 12/1998

Sarat Chandra Sur Institution

Intermediate

Kolkata, India 01/1996 - 01/1996

Sarat Chandra Sur Institution

Matriculation

Kolkata, India 01/1994 - 12/1994



LANGUAGES

ENGLISH Native ●●●●●

HINDI Native ●●●●●

BENGALI Native ●●●●●



STRENGTHS

Skills

Critical Thinking Skills, Flexibility, Teamwork, Communication Skills, Attention to Detail, Negotiation



EXPERIENCE

Callflex Corporation Pvt Ltd

Kolkata, India

Regional Collection Manager

01/2024 - 01/1970

- Setting of targets
- Monitoring high value cases
- Meeting delinquent target
- Handling walk in customer
- In-house team management

Ashv Finance Limited

Kolkata, India

Senior Manager

12/2018 - 12/2023

Debt Recovery of Business Loan

- Setting of targets
- Monitoring high value cases
- Meeting delinquent target
- Handling walk in customer
- To maintain the relationship and achieve customer satisfaction

Tata Business Support Services

India

Regional Coordinator

02/2008 - 12/2018

Regional Coordinator

- Achieve the target before month end
- Coordinating with operation for service issue
- Counselling customer for legal cases

Samadhan Agency

Kolkata, India

Collection Executive

08/2006 - 02/2008

Collection Executive

- Overseeing the allocation cases
- Daily communicate with customer and update the feedback



INTERESTS

Interests

Cricket, Listening to Music, Photography