KORAK DUTTA

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**PERSONAL INFORMATION:**

Date of birth : 15/02/1996 Gender : Female

Status : Married

National : Indian

Religion : Hinduism

**CAREER OBJECTIVE:**

* To become a successful professional with the help of efficient and effective use of my knowledge, skills, and qualities in exchange for valuable opportunities from the organization.

# ACADEMIC HIGHLIGHTS:

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| --- | --- | --- | --- | --- |
| **COURSE** | **BOARD/UNIVERSITY** | **YEAR OF PASSING** | **PERCENTAGE** | **CLASS** |
| MASTER IN PSYCHOLOGY (SPECIALIZED IN CLINICAL PSYCHOLOGY) | UNIVERSITY OF NORTH BENGAL | FINAL YEAR | - | - |
| MASTER IN SOCIAL WORK  (MSW) | ST. XAVIER’S UNIVERSITY, KOLKATA | 2019 | 70% | 1ST CLASS |
| B.A HONOURS IN  PSYCHOLOGY | UNIVERSITY OF CALCUTTA | 2017 | 65% | 1ST CLASS |
| HIGHER SECONDARY EXAMINATION | WEST BENGAL COUNCIL OF HIGHER SECONDARY EXAMINATION (WBCHSE) | 2014 | 74% | 1ST CLASS |
| MADHYAMIK EXAMINATION | WEST BENGAL BOARD OF SECONDARY EDUCATION (WBBSE) | 2012 | 70% | 1ST CLASS |

**WORK EXPERIENCE-** Working in a reputed organization **Child in Need Institute (CINI) Urban Unit**, Kolkata as Documentation and Monitoring Personnel under Deaf Children's Society (DCW) project, currently working in health unit under Johnson & Johnson, GIVE2ASIA project focusing on pregnant and lactating mother's health and nutrition. Preparing quality reports on various events, annual reports, preparing annual schedules, monthly schedules, MIS are prominent job roles including conducting surveys and planning and executing events, etc. Participate in preparing process documentation on first 1000 days of life are part of my experiences during my service till date.

# INTERNSHIP

1. **North Bengal Medical College and Hospital -** Worked in Psychiatry OPD department with the psychiatrists and clinical psychologists and analyzed a good number of clients and performed some of the psychometric tests and did MSE.
2. **Institute of Psychological & Educational Research (IPER)** -Conducted psychological tests and case studies of children for about two months.
3. **Balmer Lawrie & co. Ltd. (A Government of India Enterprise)**-worked in Corporate Social Responsibility (CSR) department for one month.
4. **International Justice Mission (IJM)** -Worked with trafficked victims for one year.
5. **Ankur Kala- A Women’s Centre-** Worked for women empowerment for one year.
6. **Acid Survivors & Women Welfare Foundation under Kanoria Foundation**-worked in Corporate Social Responsibility (CSR) department for one month.

# ACHIEVEMENTS

1. Training on Capacity Building of NGO Personnel on Swachh Bharat Initiative conducted by All India Institute of Hygiene and Public Health, **Government of India, Ministry of Health and Family Welfare.**
2. Sexual Exploitation of Children in Digital Era: Prevent Crime. Protect children, organized by International Justice Mission (IJM) and **West Bengal Commission for Protection of Child Rights (WBCPCR).**
3. International Conference on Human Trafficking: Theory to Practice, organized by Kolkata Mary Ward Social Centre.
4. Urban Thinking Campus by Action Aid.

# COMPUTER/TECHNICAL PROFICIENCY:

* Adept in working with MS-Office, SPSS (Statistical Package for the Social Sciences)
* MIS-Management Information System
* Computer Graphics-Photoshop
* Internet

# SKILLS AND KNOWLEDGE ACQUIRED:

* Conducting psychological assessments and diagnostic evaluations of clients of all age
* Counseling clients ,behavior management, stress management
* Co-ordination skills with Government or non-government stakeholders
* Reporting
* Documentation
* Organizing events
* Case study and research work
* Monitoring and evaluation

# LANGUAGE PROFICIENCY:

Can read, write and speak English and Bengali fluently. Can read and speak Hindi fluently.