



## PROFILE

Seeking to leverage my academic background and diverse interests to contribute to a dynamic and intellectually stimulating environment. Possesses exceptional communication skills, proficiency in MS Word and MS Excel, and a proven ability to engage in insightful discussions and critical analysis. I am a motivated and dedicated individual eager to take on new challenges and make a positive impact to a team that values creativity and research.

## CONTACT

PHONE:  
6289401395

EMAIL:  
200131suparna@gmail.com

## ADDRESS

Village: Raghunathpur, Post Office:  
Nayasaraai, District: Hooghly,  
Pin Code: 712513

## HOBBIES

- Reading
- Painting
- Recitation
- Story telling

# SUPARNA MONDAL

Date of Birth: 3rd January, 2001  
Gender: Female

## EDUCATION

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### Post Graduation

M.A in English Language & Literature  
University of Calcutta [College Street Campus]  
2021-PRESENT

### Graduation

B.A Honours in English Language & Literature  
Serampore Girls' College [University of Calcutta]  
2018-2021  
71%

### Higher Secondary Examination

West Bengal Board of Higher Secondary Education  
2018  
88%

### Secondary Examination

West Bengal Board of Secondary Education  
2016  
85%

## LANGUAGE

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- Bengali (NATIVE)
- English (READING-WRITING-SPEAKING PROFICIENCY)
- Hindi (READING-WRITING-SPEAKING PROFICIENCY)
- Urdu (BEGINNER)

## SKILLS

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- Creative writing
- MS Word
- MS Excel
- Problem Solving & Analytical thinking
- Communication

## CERTIFICATE

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Diploma in Information Technology Application (DITA)