

CURRICULAM-VITAE

Amit Sujan Kujur

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Photograph

Objective:

To work with leading company and to use my analytical thinking to the best of my ability combined with perseverance, so as to contribute to organization's growth and goal, as well as to attain my professional goal.

Professional Experience:

- Worked with **Engineer** in “**Interior Design Office**” from 2008 to 2010
- Worked with “**Vodafone call Centre**” as a **Tele caller** from 2011 to 2014.
- Worked with “**Rainbow Fabart Pvt. Ltd**” as a **Computer Operator** from January 2017 to till September 2019.
- Currently working with “**A R Software Pvt. Ltd**” as a **Data Entry Operator** from October 2019 to till date.

Academic Qualification:

- High School from **West Bengal Board of Secondary Education** in 2001.
- Intermediate Passed from **West Bengal Board of Secondary Education** in 2005.
- Graduate in Bachelor Degree of Commerce (B.Com) from **North Bengal University** in 2008.

Certificate:

- Diploma in **Financial Accounting System** in Computer in 2014.

Skills:

- MS Excel, MS Word , MS Power Point
- Working knowledge on Vesture ERP & MIS.
- Working knowledge on Fabric & Garment-Sales & Purchase.
- Bill Processing, Job Order & Store Management.
- Easily negotiate with other people.
- Knowledge of GST and Production Model
- Can work effectively in team, as well as individually.
- Have good inter-personal & Communication Skills.

Extra-Curricular Activities:

- Played Games at college & Inter school level.
- Active participation in college functions as volunteer and in other Event.

Personal Information:

Name	:	Amit Sujan Kujur
Father's Name	:	Mr. Suresh Kujur
Marital Status	:	Unmarried
Gender	:	Male
Date of Birth	:	07/07/1984
Language	:	English, Hindi, Bengali, Nepali
Nationality	:	Indian
Strength	:	Confident, Positive attitude, Punctuality, Good listener and Quick learner

Declaration:-

I hereby inform you that all the statement made above is true the best of my Knowledge and belief.

Date.....

Place.....

(Amit Sujan Kujur)