



PROFILE

I am a hardworking motivated and enthusiastic Administrative Assistant with a proven track record in its administration and project management. I always strive to achieve the highest standard possible, at any given task and in any situation. I am accustomed to working in a challenging and fast-paced environment, particularly when dealing with multiple project and properties at the same time. I am an IT student. I am interested HTML,CSS,PHP,JAVA,PYTHON ,DBMS,WINDOWS SERVER,MONGO DB and etc.

CONTACT

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WEBSITE:

www.ayurvedicnstibbsr.epizy.com

LINKDIN

<https://www.linkedin.com/feed/>

GITHUB

[pradip-giri / Packages · GitHub](#)

EMAIL:

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ADDRESS

VILL-KHANJADAPUR,
P.O-MUGBERIA,
P.S-BHUPATINAGAR,
DIST-PURBA MEDINIPUR,
PIN NO-721425

STATE

WESTBENGAL

LANGUAGE

BENGLI,HINDHI,ENGLISH

PRADIP GIRI

TRANEE

EDUCATION

[N.S.T.I] (BHUBANESWAR)

[2019] - [2021]

IT NETWORKING AND CLOUD (2YEAR)

[N.S.I.C] (HOWRAH,DASNAGAR)

[2015] - [2017]

ITI FITTER (2 YEAR)

[12 CLASS]

D.M.H.V (PURBA MEDINIPUR)

[10 CLASS]

D.M.H.V (PURBA MEDINIPUR)

WORK EXPERIENCE

PROJECT

1. AYURVEDIC HERBS & REMEDY

Ayurvedic medicine is one of the world's oldest medical systems and remains one of India's traditional health care systems. **Ayurvedic** treatment combines products (mainly derived from plants, but may also include animal, metal, and mineral), diet, exercise, and lifestyle.

2. DATA ANALYTICS

ONLINE RETAILS

3. WINDOWS SERVER 2012 R2

EXTRA EXPERIENCE

ITC LIMITED FOOD DIVISION (1 YEAR)

[PROJECT TEAM MEMBER]

PRADIP GIRI

RABISANKAR DALAPATI

DIBYESH MISHRA

AWARDS:

SUPER LEARNER

BADGES AND NAME

1. PROBLEM SOLVING AND PROCESS CONTROL
2. EXPLORATION INTO MINDFULNESS
3. BIG DATA FOUNDAMENTAL - LEVEL1
4. PYTHON DATA SCIENCE
5. CLOUD CORE
6. SKILLSBUILD - CUSTROMER ENGAGEMENT - PROBLEM SLOVING AND PROCE CONTROL
7. Skills Build - Customer Engagement: Communication and Personality Dynamics