



**Name: Rajib Kumar Chakrabarty**

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#### **OBJECTIVE**

To work for a challengeable and suitable position in which I can apply my skills and knowledge that I have learnt through my education and experience to contribute successfully for the development of the organization.

#### **NATURE OF JOB PREFERRED**

Preference In the field of System Administration / System Analyst / System Development / Programming etc.

#### **PROFESSIONAL EXPERIENCE**

- Ø At present working with M/s. CORDOBA ENGG. PVT. LTD., Jamshedpur since April, 2004.

##### **JOB PROFILE**

- **As System Administrator**  
Responsible for Integrated System Development (ERP) & Implementation of the Organisational Automation based on VB, Oracle 8i, Crystal Report, Adobe & Macromedia Graphical Tools etc. Besides Networking. Developed Sales, Payroll and Excise Management System for the concern and its associates successfully. Preparation / Generation of Payroll and Excise (PLA, RG23AI, RG23AII, RG23C, RG1) and various MIS reports (Monthly, Annually and Special) of Payroll (EPF, ESIC, Group LIC, Advance and Loan, Annual Bonus, EPF Form12A(R), Form6 & Form3A, ESIC Form6A etc.) and Excise (PLA, RG23AI, RG23AII, RG23C, RG1, Sales, Rejection summary, ER1 etc.)

- Ø Worked with INSTITUTE OF COMPUTER ACCOUNTANT (ICA), JAMSHEDPUR for the period 2002-04.

##### **JOB PROFILE**

- **AS CENTRE HEAD AND SENIOR FACULTY -**  
Inventory Control, Generation of Receiving & Dispatching Report, Week-end Closing Report, Accounting Report, Defects / Claim Report etc.

- Ø Worked with M/s. BATA INDIA LIMITED, RDC (Patna) for the period 2001-02.

##### **JOB PROFILE**

- **AS COMPUTER ASSISTANT -**  
Inventory Control, Generation of Receiving & Dispatching Report, Week-end Closing Report, Accounting Report, Defects / Claim Report etc.

- Ø Worked with M/s. COMPOSITE TOOLS COMPANY (INDIA) LIMITED, JAMSHEDPUR (An100% EOU, ISO-9002 certified MNC, H.O.: Tycom Corp. Inc., CA, USA) for the period 1998-2001.

##### **JOB PROFILE**

- As **SYSTEM ANALYST & ASSISTANT (Q.A.)** -  
Preparation & Implementation of **Store & Finish Goods Store management System** for **automatic data & report generation through Oracle / Visual Basic**. Besides experience of In-Process & Final Inspection & Testing through '**APPLIED STAT**' **Statistical Process Control** , Association in **ERP** implementation on **BAAN System**.
- As **ASSISTANT MANAGEMENT REPRESENTATIVE** -  
Besides previous responsibility, preparation of Documents & Implementation of **ISO-9000 System** successfully.

Ø Worked with **M/s. PROGRESSIVE ENGG. COMPANY, JAMSHEDPUR** ( An Ancillary to M/s. **TATA MOTORS LIMITED** ) for the period **1994-98**.

#### **JOB PROFILE**

- As **INSPECTOR (Q.A.)** -  
Overall Quality Control of Incoming, Bought-out, In-process and Final Products as OE for M/s. **TATA MOTORS LIMITED**, besides participation in R&D and effective Cost Control activity, besides as a Computer Professional.

#### **ACADEMIC QUALIFICATION**

EDUCATION	YEAR OF PASSING	UNIVERSITY/ BOARD	PERCENTAGE	SUBJECT COMBINATION
<b>B.Sc. (+3)</b>	1991	Ranchi University	2 <sup>nd</sup> div – 52.5%	Physics, Chemistry, Mathematics

#### **TECHNICAL QUALIFICATION**

QUALIFICATION	YEAR OF PASSING	UNIVERSITY/ BOARD	STATUS
<b>Master of Business Administration</b>	2001	I.G.N.O.U., DELHI	Completed 8 Papers.
<b>Certificate in E-Business Technology (B2B &amp; B2C)</b>	2000-01	NIIT, Kolkata	Completed.
<b>Certificate in Database Technology</b>	2000	CMC, Jamshedpur	Completed.
<b>Diploma in Computer Technology</b>	1999	Asset International, Jamshedpur	Completed.

#### **PROFICIENCY (KEY SKILLS)**

- **Software ( Computer )**  
**PACKAGE & APPLICATIONS** : VISUAL BASIC, HTML, DHTML, ASP, VB SCRIPT, JAVA SCRIPT, SEAGATE CRYSTAL REPORT, MACROMEDIA FLASH, ADOBE PHOTOSHOP, IMAGEREADY ETC.  
**DATABASE** : ORACLE 8i,SQL SERVER 7, MS ACCESS 97 & 2000.
- **Hardware ( Computer )**  
INSTALLATION AND CONFIGURATION OF HARDWARE PERIPHERALS.
- **Networking ( Computer )**  
INSTALLATION AND CONFIGURATION OF NETWORKING AND BROADBAND DEVICES & PERIPHERALS.
- **Technical**  
In-house supporting Task for HR, Excise, Statistical Quality Control , ISO-9000 System development, implementation and sustaining.

## ACHIEVEMENTS

- Successful development & implementation of Payroll , Excise Management and Sales Management ( developed on VB6, Oracle 8i , Crystal Reports etc. ).
- Associated in development & implementation of Automated Store Management System for M/s. Composite Tools Co. (i) Ltd.

## STRENGTHS

- Being involved and understanding all relevant areas of work.
- Good researching.
- Ability to work under stress.
- Ability to learn new things faster.

## INTERESTS

Personality Development & Learning New Technology.

## PERSONAL INFORMATION

<b>Father's Name</b>	: Shri, Ramendra Nath Chakrabarty.
<b>Date of Birth</b>	: 29 <sup>th</sup> July, 1968.
<b>Gender</b>	: Male
<b>Nationality</b>	: Indian
<b>Languages Known</b>	: English, Hindi & Bengali.
<b>Marital Status</b>	: Married.
<b>Hobbies</b>	: Meditation & Listening to Music.
<b>Current Salary</b>	: Rs.16K + per month.
<b>Notice Period/Joining Time</b>	: Can join after 1 Month.
<b>Permanent Address</b>	: 17, Kadam Road, Pramathanagar, P.O. – Tatanagar, Jamshedpur – 831002.
<b>Self-Assessment</b>	: Flexible to changes, Self-Motivator & Quick Learner
<b>Family Background</b>	: Father – Retired Scientist (National Metallurgical Laboratory, Jamshedpur) , Mother – Homemaker.

**RAJIB CHAKRABARTY**