

#### **Details**

Jagannath colony, Sambalpur, Sambalpur India 09668775154 write2me.bikash@gmail.com

## **Profile**

- Committed to utilizing my skills to further the mission of a company.
- Dedicated Customer Service Representative dedicated to providing quality care for ultimate customer satisfaction.
- Proven ability to establish and maintain excellent communication and relationships with clients.

# **Employment History**

#### manager, Sambalpur Press Club, Sambalpur

JULY 2014 - AUGUST 2019

- Provided optimal assistance to the General Manager and handled a variety of tasks.
- · Evaluated and improved operations and financial outlooks.

### UIDAI operator, Sambalpur collectorate, Sambalpur

FEBRUARY 2015 - OCTOBER 2016

 Served as a safe and effective machine operator on various large-scale projects.

#### Data Scanner, Divisional Railway Manager, Sambalpur

JANUARY 2017 - AUGUST 2017

 Merged data with existing data sets, careful to keep old data sets and documentation.

## Financial Inclusion Co-ordinator, Aisect, Sambalpur

JUNE 2019 - MARCH 2021

 Analyzed sales and financial performances to effectively plan for increased future opportunities, while identifying obvious weak trends.

# Medicine Represeantative, Indichemie health Speciality Pvt Ltd., Sambalpur

MARCH 2021 - MARCH 2022

· Reported program results and issues to the Director of Sports Medicine.

### Pharmacist, Dhanu Medicare, Sonepur

MARCH 2022

 Provided accurate screenings to avoid health complications including allergic reactions, and negative medication interactions.

## Education

State board of Odisha, 10th, Jaloe, Sonepur

JUNE 2011

NIOS, 12th, Science (Distance Education), Meerut, Uttar Pradesh

DECEMBER 2011 - JULY 2013

Board of Secandary Education. Odisha, 12th (Regular Education), Sonepur raj collage, Sonepur

SEPTEMBER 2011 - JULY 2014

Sambalpur University, Bechlor of Arts, Sonepur Degree collage, Sonepur

OSOU, C- Jurnalisam and mass communication, Sambalpur

AUGUST 2014 - JULY 2016