*RESUME*

##### *Mani Bhusan Singh*

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#### *Career Objective:*

To utilize my skills and abilities in the organization that offers professional growth while being resourceful, innovative and flexible.

#### *Education Qualification:*

* Pursuing Post Graduation Program in Management (PGPM) from Globsyn Business School with Specialization in Major Marketing and Minor Finance (July 2011 to June 2013) with 62%
* Passed BBA (H) from Durgapur Society of Management & Science 2007-2010,(with Managerial Account Background) with 70%
* Passed Higher Secondary from I.S.C Delhi Board in year 2007 (with Commerce Background) with 68%
* Passed Secondary from I.C.S.E Delhi Board in year 2005, with 67%

***Work Experience***

***Company:* Amar Trades Limited**

***Duration:* 2year 8months (15th November 2013 – 25th July 2016)**

***Profile:* Marketing Executive**

***Responsibilities:***

**The day to day marketing activities for the marketing department and communicating with target audiences and managing customer relationships and lastly monitoring competitor activity.**

***Work Experience***

***Company:* India Bulls Distribution Services Limited**

***Duration:* 6 months (April 2013 – October 2013)**

***Profile:* Relationship Manager**

***Responsibilities:***

**1. Primarily responsible for sourcing clients for the group**

**2. Acquisition for new clients for investments in Capital Market and Real Estate**

**3.Maintaining relationship with existing client base and try to churn in new business avenues from them.**

***Summer Internship***

***Organization:* Edelweiss Broking Limited**

***Duration:* 8weeks (9th April – 23rd June 2012)**

***Responsibilities***:

**A study of consumer behavior of the person regarding Demat and Trading Account in Kolkata Market. Consulting and meeting with unknown person while doing survey about Demat and Trading Account clearing there wrong perception regarding share trading. Secondly meeting with previous clients, telling about product like Insurance, Equity, Commodity, Demat and Trading, update them regarding new product convincing the customer and converting to be a loyal clients.**

***Professional Qualification:***

* ***Application Software****:* MS-Office ( Word, Excel, Power point, Paint, etc)
* ***Financial Analyst*** : Accounting Concepts Tally, Fact, Statutory Deductions, Payroll, Banking, Direct Tax, Indirect Tax, E-filling, Online ITR, Capital Market, and Financial Analysis

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| ***Project Done During PGPM*** |
| * ***Marketing Management -*** The project was to explore the business potential of a start-up in personal care ( Shampoo Industry )   ***Organizational Behavior -*** This project on motivation involved a brief research to understand the motivational pattern, its barriers & measures to overcome such barriers. In order to execute the research we went to one company named **GUN AND SHELL FACTORY, COSSSIPORE, KOLKATA.**  ***Business Research Methods –***  Anoverview of truck business in Kolkata **–** problems faced by the truck owners due to the new government rule. As per the rule a 10 wheeler can carry only 15 tones of materials.  ***Service Marketing concepts in Pantaloons Lifestyle Store-*** This project is about to know and analyze the uses of Service in Pantaloons Lifestyle Store.  ***Dissertation -******Analyzing the Service Marketing Mix of KFC***  **The study explains how a service product is being marketed, and how environmental factors, buying behavior, market segmentation, demographic trends, target market, positioning strategies, marketing mix, market planning & brands are relevant to their particular product.** |

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***Skills***

* Effective communication and interpersonal skills.
* Team player with an ability to grasp new things quickly.
* Good in building and maintain relationships.
* Positive attitude and target oriented.

***Achievements***

* ***Participated & Won in Satyam Football Challenge 08-09 in Inter Collegiate National Football Championship***
* Played 7th ICSE Inter School Football Tournament
* Participated in 2nd ICSE Inter School Cultural Festival, Durgapur

***Extracurricular Activities***

* Participated in various debates, cricket tournaments in school.
* Active participation in **arranging college fest during graduation.**
* Participated in the **Globsyn Business School's Serendipity.**

***Personal Profile***

* Date of Birth: 19th August 1989
* Current City: Kolkata
* Home Town: Durgapur
* Languages Known: English, Bengali and Hindi

I hereby state all the information provided is authentic to the best of my knowledge.

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**MANI BHUSAN SINGH Date**