**Miss.Rupam Karmakar**

Address: IB-168, Sec-3, Salt lake, Kol-700106

Contact number-8017988872

Email:karmakarrupam8@gmail.com

**OBJECTIVE:**

Seeking a position to utilize my skills and abilities in any Industry that offers professional growth while being resourceful, innovative and flexible.

**PROFESSIONAL QUALIFICATIONS:**

**1**. Completed a **Two months** Internship programme with **AMUL (THE TASTE OF INDIA)** in **MARKETING & RESEARCH.**

**Job Responsibilities**:

* Visiting the HORECA Segment (i.e., Hotels, Restaurant & Caterer).
* Data collection and Questionnaire Survey.
* As per the Survey, doing the research work for Amul Ice Cream.

**2.** Previously worked with **Thomas Cook (India) Ltd.** as an **Asst. Manager** (Sales) **for** 2years and 8 months.

**3.** Currently working with **Spring Air Bedding Company India Limited** as a **Showroom-In Charge** for **9months** and now looking after Institutional Sales (East & North East) as **Sales In-Charge** since April 2016.

**Job Responsibilities**:

* Visiting Architects & Interior, Corporate & Govt. Sector.
* Assist the clients in the process of product selection.
* To take the clients' orders and to sell the available products.
* Making sure that the items are delivered as programmed.
* Meeting the targets and earning profits**.**
* Generating Leads from different sources.
* Follow up on new leads and referrals resulting from field activity.
* Prepare a variety of status reports, closings, follow-up, and adherence to goals.
* Handle the complaint cases whenever required.
* Maintain and develop good relationship with customers/Clients through personal contact or meetings or via telephone etc.

**EDUCATIONAL ACHIEVEMETS:**

**1**. Completed MBAwith a Major Specialization in **Marketing Management** & Minor in **Human Resource Planning**  from **Meghnad Saha Institute of Technology .**

**2.**  Completed 3 years **Graduation Programme** in **B.A** from **Heramba Chandra College.**

**3.** Passed **Higher Secondary Exam** from **Hariyana Vidya Mandir** .

**4**. Passed **Secondary Exam** from **St. Francis Xavier School**.

**KEY SKILLS**:

Good verbal and written communication skills, ability to deal with people diplomatically, willingness to learn & team facilitator.

# COMPUTER SKILLS: Efficient in DTP, MS EXCEL & MS WORD

**Award:** Pride Winner

# EXTRA-CURRICULAR ACTIVITIES:

# \* Dance (Bharat Natyam) for 9 years from Pracheen Kala Kendra.

# \* Drawing

**PERSONAL DETAILS**:

**Nationality:** Indian

**Date of Birth:** 25/08/1987

**Sex:** Female

**Marital Status:** Single

**Languages known:** English, Bengali,& Hindi.

**DECLARATION:**

I hereby declare that the above written particulars are best of my knowledge and belief.

Place: Kolkata Signature

Date : (RUPAM KARMAKAR)