**UTTAM DAS **

**Email: uttamdas.apd008@gmail.com**

**Contact no:9614250724/7635911019**

**Career Objective**: **To use my skills in the best possible way for achieving the company’s goals.**

**EDUCATIONAL QUALIFICATIONS**

|  |  |  |  |
| --- | --- | --- | --- |
|  | ***INSTITUTE*** | ***PERCENTAGE*** | ***YEAR*** |
| PGDM | International School of Business | 6.18 CGPA | 2011-13 |
| MBA | Punjab Technical University | 67% | 2011-13 |
| GRADUATION(B.A) | Alipurduar college (NBU) | 40% | 2011 |
| CLASS XII(W.B.C.H.S.E) | Alipurduar High School | 46% | 2008 |
| CLASS X(W.B.B.S.E) | Alipurduar High School | 56% | 2006 |

**CAREER SCAN**

**City Smart Aviation Pvt Ltd (Jan’13 to Aug’ 14)**

Worked as Business Development Executive with primary job responsibilities for business revenue generation by cold calling and convincing clients. Counselling of interested members and following up of call schedules was also my day to day activity.

**Carrieofly Aviation (since Sep’ 14 to Aug' 16)**

Presently working as Relationship Manager with handling a team of associates with regular meeting with prospective clients and converting them for target business generation of the company.

**Just Dial Limited ( sep' 16 to April 17)**

Worked as Executive Business Development with primary job responsibilities for business revenue generation by giving presentation . Followup the clients and get in touch with them for future reference.

**SUMMER INTERNSHIP**

**Area of Study:** To study consumer behaviour towards various brands of economic daily in Kolkata.

**Company:** Business Standard Ltd.

**Time duration:**From April23rd to June 21st, 2012.

**Responsibility:**

* Selling subscription.
* Promoting the brand.
* Market survey.

**Major outcome:**

* Business Standard is the second most preferred newspaper in the areas surveyed.
* Most of the reader agrees that the language used in BS is simple for them

**KEY PROJECTS UNDERTAKEN**

* A project on process layout of cafe coffee day Kolkata in 2011.
* Poster Presentation of Business Idea about health care and wellness of E Cell of ISB Kolkata 2011
* A project on Company Analysis of Coromandel international Ltd, Vizakin 2012.

**CONFERENCES & SEMINARS ATTENDED**

* IRR interest risk rate management seminar at ISB&M 2012.
* National human resource development at Heritage institute 2012.
* Enterprise resource planning seminar.

**ACHIEVEMENTS & RECOGNITION**

* Organised and participated in college fest of ISB held at science city in 2011.

**EXTRACURRICULAR ACTIVITIES**

* Rs. 100 Business Activity of E Cell, ISB Kolkata November 2011.
* Organizing Member of the NEN E Week 2012 at ISB Kolkata, where we organized the entire NEN E Week 2012.

**COMPUTER PROFICIENCY**

* Working knowledge of MS Office.
* Working knowledge of Tally.

**PERSONAL DETAILS**

Date of Birth : 8th April 1990

Father’s name : Upen Das.

Contact Address : Alipurduar, Anandanagar, Dist: Jalpaiguri, 736121

Tel (Res.) : 9614250724

Languages Known : Bengali, Hindi, English and Assamese.