**CURRICULUM VITAE**

Gargi Chakraborty

Mobile: 9038179845

Email: [gchakraborty07@gmail.com](mailto:gchakraborty07@gmail.com)

OBJECTIVE

Looking for an organization where I can enhance my knowledge and from my academic learning give my best to the organization.

COMPUTER SKILLS

* Ms-Word, Ms-Excel, Ms-PowerPoint and internet

WORKING EXPERIENCE

Currently working at ***Leather Talks*** as Marketing Executive since 6th April, 2015

KEY SKILLS

* Planning & implementing marketing activities across all online & offline channels.
* Handling complete online website orders
* Setting up new marking strategies. Generating sales leads.
* Managing customer relationships.
* Logging and progressing all new leads / potential sales enquiries.
* Making sales calls and handling enquiries from potential customers.
* Involved in the online, web and email marketing campaigns.
* Coordinating company representation at relevant conferences and exhibitions.

ACADEMIC QUALIFICATION

* Passed 10th from ICSE Board in the year 2006 with 67% marks.
* Passed 10 + 2 from ISC Board in the year 2008 with 68 % marks.
* Pursued B.A. in English Honors from Calcutta University in the year 2011 with 52% marks.
* Complete MBA in Marketing from ICFAI University in the year 2015 with 7 CGPA

PERSONAL QUALITIES

* Hardworking
* Willing to learn new things
* Disciplined and ability to maintain professional etiquette
* Good communication and interpersonal skills
* Can deliver expected outcome within demanding timeframe

HOBBIES

* Reading Books
* Listening to music
* Gardening
* Social Networking

PERSONAL DETAILS

* **Date of Birth:** 2nd July, 1989
* **Languages Known:** English, Bengali and Hindi
* **Address:** 278, B.B. Chatterjee Road, Kasba, Kolkata- 700042

DECLARATION

I hereby declare that all the above mentioned information is true to my knowledge and belief.

Gargi Chakraborty

Signature