Suraj Panda

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🖥 Linked in - https://www.linkedin.com/in/suraj-panda-b214a123a/

</> Git Hub - https://github.com/nanobyte-dev/nanobyte_os/blob/Part1/.gitignore

🔗 Portfolio - https://www.linkedin.com/in/suraj-panda-b214a123a/

SUMMARY

Aspiring Web Developer | Java | Problem Solving

I am Suraj Panda, a dynamic and driven computer science enthusiast with extensive experience in C, C++, Java, SQL, HTML, CSS, JavaScript, Python, and data structures. I excel in collaborative environments, demonstrating strong team-building skills and proficiency in problem-solving. My proudest achievement is my aspiration to become a web developer, poised to transform innovative ideas into captivating digital experiences.

WORK EXPERIENCE

IBM - *Remote*   *18*/01/2024 -20/ 02/2024

Intern

Responsible for managing 45+ accounts in manufacturing industry while ensuring quality service.

- Promptly respond to customer enquiries in person or via phone, email, mail or social media.

Motion Cut - *Remote*   *25*/01/2024 -25/ 02/2024

Telephone Sales Representative

Developed and improved the capabilities of sales representative team over the course of two years.

- Received 97% satisfaction rating from customers after completed phone or video call.

Voultcodes - *remote*   *06*/02/2024 -06/ 03/2024

Front Desk Agent

Used strong communication skills to collaborate with team members to ensure efficient service.

- Created and maintained office forms and procedures to assist with administrative tasks.

PROJECTS

- Mastery of Microsoft Office (Word, Excel, PowerPoint) and Google Suite (Docs, Sheets, Slides).
- Comfortable working in both Microsoft Windows 10 and Mac OS X.
- Excellent communication skills with a focus on team-building and customer relations.
- Outstanding organizational, multitasking, and problem-solving abilities.

EDUCATION

C V RAMAN GLOBAL UNIVERSITY - *Bhubaneswar, Odisha*   2021-2025

Suraj panda   surajpanda440@gmail.com

Bachelor of Technology – Computer Science and Engineering   CGPA-8.5

NALANDA VIDYA MANDIR – *Berhampur, Odisha*   2019-2021

Intermediate – Science   PERCENTAGE-77%

SARASWATI VIDYA MANDIR – *Aska, Odisha*   2010-2019

Highschool   PERCENTAGE-75%

PROFESSIONAL SKILLS

- Demonstrated expertise in programming languages such as C, C++, Java, and Python.
- Aspiring web developer with a keen interest in HTML, CSS, and JavaScript, to bring innovative ideas to life.
- Thrives in collaborative environments, contributing to successful team building and cooperation.
- Well-versed in using Microsoft Office applications, including Word for document creation, Excel for data management, and PowerPoint for presentations.

VOLUNTEER EXPERIENCE

C V Raman global university - *Bhubaneswar, Odisha*   2021 – PRESENT
Volunteer

- Engaged in volunteering roles during college annual functions and festivals, contributing to the successful execution of events.

The Bharat Scouts and Guides - *Aska, Odisha*   2016 - 2018
Tritiya Sopan Badge

- Dedicated participation in Scouts and Guides, showcasing diverse skills such as plantation, first aid, pioneering, camp craft, watchtower management, flag ceremonies, and cleaning drives.

LANGUAGE COMPETENCIES

- Odia: native language
- Hindi: fluent (speaking, reading, writing)
- English: intermediate (speaking, reading, writing)