

RUPAM GURIA

ABOUT YOUR SELF

“I would describe myself as hard-working, driven, fearless, the type of person who takes ownership of situations and someone who is not afraid of a difficult challenge.”

SKILLS:

- IT Tools & Information technology
- Business Accounting
- Operating System Windows
- Ms Office Word, Ms Office Excel
- Ms Office Power Point , Ms office Access
- Introduction to Internet & Email
- Tally with ERP, PF/ESI, M Commerce
- E Commerce / Digital Marketing
- Demonetization, Project
- Different Digital Application
- Sales
- Team management

EDUCATION QUALIFICATION:

❖ *Madhyamik Examination*

- Board -W.B.B.S.E.
- Passing Year - 2017
- Percentage – 49%

❖ *Higher Secondary*

- Board -W.B.C.H.S.E.
- Passing Year - 2019
- Percentage – 49.2%

COURSES:

- CITA, DITA, YOUTH COMPUTER TRAINING CENTRE
- Smart Commerce from APLL (Asian Pacific Learning Leverage LTD.)

CONTACT:

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Whatsapp : 8145002309

PERSONAL INFORMATION:

Father's Name : Ranjan Kumar Guria
Date of Birth : 14th September 2000
Religion: Hinduism
Nationality : Indian
Caste : General
Marital Status : Unmarried

ADDRESS :

VILL + P.O.- ASADTALA
P.S. -NANDIGRAM
DIST – PURBA MEDINIPUR
PIN – 721656 (W.B.)

LANGUAGES :

- BENGALI - **READING / WRITING / SPEAKING**
- HINDI - READING / WRITNG **/SPEAKING**
- ENGLISH - **READING / WRITNG** / SPEAKING

HOBBY:

- *Reading Books*
- *Travelling*
- *Watching Movie*
- *Listening Song*