

# CURRICULUM VITAE



## PERSONAL DETAILS

**Name – PRITAM KUMAR DEY**  
**D.O.B. – 24<sup>th</sup> November, 1981**  
**Gender – Male.**  
**Marital status – Married**  
**Father's Name – Late Pabitra Kumar Dey**  
**Religion – Hindu.**  
**Nationality – Indian.**  
**Language Known – English, Bengali & Hindi**

## CONTACT DETAILS

**Mobile No. – 86173 49263(M)**  
**Land Line No.– 98326-70732**  
**Address - C/O Late Pabitra Kumar Dey**  
Milanpally (East)  
Near : Milan Samiti Club  
P.O – Siliguri Bazar  
District – Darjeeling  
Pin No. – 734005

**CURRENT SALARY : 14,000/-**  
**EXPECTED SALARY :- 18,000/-**

## SKILLS AND ACHIEVEMENTS

- Expert in sustainable **relationship building** to promote business growth.
- Possess good **analytical skills**.
- **Quick learner**.
- **Good communication skill** having proficiency in English, Bengali and Hindi Languages.

## EXPERIENCE DETAILS

- Working as a “**Front Office Executive**” in a Computer Education Centre since last 7 (Seven) years.

## EDUCATION DETAILS

- **Passed B.Com from North Bengal University in 2004.**
- **Passed Higher Secondary from W.B.C.H.S.E. in 2000.**
- **Passed Madhyamik Examination From W.B.B.S.E. in 1998.**

## EXTRA QUALIFICATION

- **Completed Basic Knowledge in Computer Operating ( MS-Word, MS-Excel, MS-PowerPoint, Internet)**

**Declaration : I hereby declare that the above mentioned are true in best of my knowledge.**

**Date :**

**Place :**

**(PRITAM KUMAR DEY)**