

# BISWAJIT MALIK

B. A.(H), I.T.I. (PPOT)

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## CAREER OBJECTIVE

To pursue a highly rewarding career, working in challenging and healthy environment where I can utilize my skills and knowledge efficiently for organizational growth.

## EDUCATIONAL QUALIFICATION

Level	Name of Degree/ Examination.	Year of passing	Board/ University	Institution	Percentage
Graduation	B. A. (H)	2004	B.U.	B N MAHAVIDHYALAYA	42.6
Senior Secondary (XII)	H S	2000	W.B.C.H.S.E	BURDWAN MUNICIPAL HIGH SCHOOL	52.4
Secondary School(X)	MATRICULATION	1997	W.B.B.S.E	KORAR R. K. HIGH SCHOOL	54.8

## Professional Course

Trade	PERIOD	Division
ITI (PPOT)	August 2005 - July 2006	First
ITI (FITTER)	August 2006 - July 2007	First

## Key Skills & Competencies

- Experience of working and managing within a changing environment
- Self-motivated person with Efficient management and organizational abilities
- Good problem solving with analytic thinking as well as Excellent written & communication skills in English/Bengali/Hindi.
- Able to work on own initiative as well as a good team player
- Have sound knowledge of Microsoft office tools (MS-Word, MS-PowerPoint, MS-Excel).

## PERSONAL DETAILS

**Permanent Address :-**

Vill+Post- Jamar, Dist.- Burddhaman,  
State- West Bengal, PIN- 713102

### ***Certification***

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications and my experience.

**Date:**

**Place:**

**Biswajit Malik**