

**RABINDRA NAYAK**

S/o- Gagan Nayak, At/Po- Badakhmundi Street, Near U.P. School Gate Bazar,
Berhampur, Dist-Ganjam, Odisha, Pin-760001

Mob No-9090491249, 9556805552

E-mail- nayakvicky96@gmail.com

Career Objective

To utilize my skills and experience for the growth of the organization.

KEY SKILLS

1. Communication Skill 2. Problem solving 3. Motivation 4. Team work

Academic Credentials

- Passed High School Certificate examination in the year 2014 from Gopabandhu High School, Polosara under the board BSE, Odisha with securing 37.66%.
- Passed Higher Secondary Education in Commerce from Ram Narayan Dura College, Dura in the year 2016 under the board CHSE, Odisha with securing 35%.
- Passed Bachelor of Commerce from Khallikote Autonomous College, Berhampur, with securing "B" Grade the 2020-21.

Professional Experience

- Office Assistant in CDMO Office Berhampur 16.01.2020 -20.10.2020.
- As a Supervisor at Hotel Swaraj, Bhubaneswar 20/02/2021 to 07/12/2021.
- Inhouse Sales Experience 17/01/2022 to 15/03/2023.
- As a HDFC Credit Card Collection Executive, N.K. Association, Berhampur from July 2024 to till date.

Computer Expertise

Completed PGDCA in the year 2016 from Accord Institute of Management & Technology, Berhampur, Ganjam.

Hobby: Playing Cricket, Reading News Paper & Litsen Music.

Personal Dossier

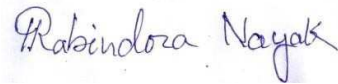
Date of Birth : 15.04.1996 ,
Marital Status : Married
Gender : Male
Religion : Hindu
Cast : Schedule Cast (SC)
Language Known : English, Hindi, Odia.

Declaration

I declare that the information provided above is true to the best of my knowledge.

Place : Berhampur

Date :



RABINDRA NAYAK