

RESUME

Name: SUJIT KUMAR PANDA

Contact No: 7377780998

Email Id: sujitkumpanda45@gmail.com

● CAREER OBJECTIVE :

To utilize my technical skills for achieving the target and developing the best performance in the organization. I would like to implement any innovative ideas, skills and creativity and accomplishing the projects.

● EDUCATION :

Course	Institution	BOARD	Aggregate	Year
B.Tech	Biju Patnaik University of Technology, Rourkela	BPUT	7.5 Cgpa	2015 - 2019
+2 Science	Khallikote Junior College, Berhampur	CHSE	62.67%	2012-2014
10th	Saraswati sisu vidya Mandir, Neelakantha nagar, Berhampur	HSCE	87.16%	2012

● Work Experience:

Good experience in customer service and having sales experience to achieve the target in basically inhouse sales.

● Technical skills:

Good communication skills in English, Hindi, Odia.

Good knowledge and better exposure to MS Excel, MS Word and MS Office.

Good knowledge in Sharepoint excel and MS Outlook.

Good knowledge in Pivot table in MS excel as well as Pivot table.

Good typing speed with best computer knowledge.

Able to work in effective manner.

Good and extensive knowledge in inside sales.

Build rapport with prospective clients and maintain long-term relationships.

Interact with customers and generate leads.

● Personal Details:

Father's Name: Subash Chandra Panda

Mother's name: Sasmita Kumari Panda

Address: Alakapuri second Lane, Berhampur, Ganjam

Pin code: 760010

Hobby: playing, Gardening

Strength: Good interpersonal skills

● Declaration:

The above informations are correct as per my knowledge.