

CURRICULUM VITAE

AKSHAYJIT PODDER

**BORPATHER, S.DAHOTIA ROAD,
P.O.TINSUKIA, DIST- TINSUKIA, PIN-786125,
(ASSAM)**

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CAREER OBJECTIVES

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and also helps me to enhance my working skills, strength and experience for achieving personal as well as organizational goals.

ACADEMIC QUALIFICATION

1. Passed **HSLC** under SEBA with 75% in the year 2009 in 1st Division.
2. Passed **HSSLC (Science)** under AHSEC by securing 78.4% in the year 2011 in 1st Division.
3. Passed **Bachelor of Science (Chemistry)** by securing 75.43 % in 1st Class in the year 2014 under Dibrugarh University, Assam.
4. Passed **Certificate Course** in Two Phase Flow and Heat Transfer from NPTEL, an initiative of MHRD, GOI conducted by IIT Madras through an Online Proctored Examination
5. Passed **National Apprenticeship Certificate in the Trade-“Attendant Operator (Chemical Plant)”** through All India Trade Test in April 2019.

COMPUTER PROFICIENCY: PGDCA (1 year) from Epitome Institute, Tinsukia

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|------------------------|---|--|
| ❖ Computer Overview | : | Software & Hardware, PC Assembling |
| ❖ Operating System | : | MS-DOS, MS-Windows, Linux |
| ❖ Application Software | : | MS Office (Word, Excel, PowerPoint), Internet Browsing |

- ❖ DTP Software : Pagemaker, Photoshop, Corel Draw, Leap Office
- ❖ Programming Language : C, C++, Visual Basic, Core Java, HTML
- ❖ Accounting Package : Tally. ERP9

ACHIEVEMENTS & AWARDS:

1. *International Seminar & Youth Convention on Digitalization and Rural Development in North East India: Issues, Challenges and Way Forward* held during February 13-15, 2017 organised by Dept. of Social Work & Centre for Bangladesh Studies at Assam University, Silchar, Assam, India.
2. One day “*Awareness Programme on Organ Donation*” on occasion of Indian Organ Donation Day held on 27th Nov’16 at Assam University, Silchar, Assam.
3. Workshop on “*Gender Sensitization and Sexual Harassment*” on March 14, 2016 by Internal Complaints Committee (ICC), Assam University, Silchar.
4. Completed “*Entrepreneurship Awareness Programme*” held at Tinsukia College, Tinsukia organised by Indian Institute of Entrepreneurship (IIE) from 28th Feb-1st Mar, 2014,
5. Five days workshop on “*Cinematography*” organized by Tinsukia Knowledge Society, during Tinsukia Orange Film Festival, 2013, at Law College, Tinsukia, Assam.
6. One Day Workshop on *Drama* held at Tinsukia College on 4th Feb, 2012, organised by Career Counselling Cell (Under IQAC) , Tinsukia College, Tinsukia.

WORK EXPERIENCE:

1. Worked as a Assistant Teacher cum Office Associate in Saumardeep Vidyalaya from 01.01.2016 to 01.01.2018
2. As a Computer Instructor & Programmer in Epitome Tinsukia for a full PGDCA (1 year) session.
3. Worked as a Quality Control Chemist in M/S Anubhav Beverages, Makum Road , Tinsukia from Oct,2017 to September,2021.
4. Passed Advanced Manufacturing (Level 2) and COVID **Food Safety Supervisor Certificate** from FSSAI FoSTaC under TP Global Food Tech Consultants in June 2020.

HOBBIES:

- Writing poems.
- Browsing Internet.

- Singing.
- Travelling.

PERSONAL INFORMATION

1. Father's name - Late Biswajit Podder.
2. Mother's name - Smt. Chaitali Podder
3. Date of birth- 10th November, 1992.
4. Gender- Male.
5. Marital status- Single
6. Nationality- Indian
7. Religion- Hinduism
8. Language known- English, Bengali, Hindi, Assamese.
9. Category- General.
10. Permanent Address- Borpathar, S.Dahotia Road, Near Babies Nursery Co-Ed High School, P.O.Tinsukia, Dist-Tinsukia, Pin- 786125, Assam
11. Present Address - C/O Abhijit Podder, Borpathar, S.Dahotia Road, Near Babies Nursery Co-Ed High School, P.O.–Tinsukia , Dist- Tinsukia , Pin- 786125, (Assam)

DECLARATION:

I hereby declare that the information given in this bio-data is true and correct to the best of my knowledge & belief.

Place--Tinsukia

Date-- 23. 12. 2021

Akshayjit Podder.
(Akshayjit Podder)