

LITON BISWAS

Address: Durganagar, North Dumdum, Kolkata, Pin:700065

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Career Objective:

I would like to be a part of an organization where I could use and enhance my knowledge and talent for the development of both the organization and myself.

Career Summary:

1. Highly organized, analytical thinker with strong communication skills.
2. Hardworking and consistent in effort.
3. Ambitious, flexible team member who loves to learn.
4. Computer savvy.

Special Qualification:

- * MS Office Suite (Word, Power point).
- * Internet surfing & Emailing
- * Social networking
- * Digital marketing

Employment History:

Total Year of Experience: 4 years

1. Whirlpool India Ltd Sales Executive (1st Jan to 30Dec2017)
2. Aspee group of companies (10Jan to 30Dec2020)
3. Emsys Pvt Ltd (CRM +JR.HR) 2021-2023)

Duties/Responsibilities: ACCORDING TO SALES)

- * Taking order from distributors.
- * Taking order from dealers.
- * Stocking products on monthly basis.
- * Keeping communication via telephone with the dealers and distributors.
- * Documentation and reporting.
- * Visiting tea garden office.

- * Visiting agriculture office.
- * Vendor Inspection.
- * Monthly sales analysis.
- * Taking initiative to increase sales.

Duties/Responsibilities:

- * Sales activities for and according to the requirements of the concerned departments.
- * Sales analysis.
- * Providing post-purchase services to the buyers.
- * Maintaining a good relationship with existing customers as well as searching for potential customers.
- * Documentation and reporting.
- * Convincing the potential customers
- * Make the customers aware of the products.
- * Making the buyers understand how to use the products to get better performance.
- * Introducing the customers to the latest products.
- * Answering the questions of the customers about the products.

Academic Qualification:

Exam Title	Concentration/Major	Board University	Marks Percentage	Pas. Year	Duration
Graduation	BBA	WBUT	70%	2017	3 years
Higher Secondary	Commerce	WBCHSE	65%	2013	2 Years
Madyamick	Non	WBBSE	60%	2011	2 Years

Extra-Curricular Activities:

- * Involvement in different social activities.
- * Sportsmanship.
- * Involved in local charity in village area.
- * Teaching the poor students during holidays and free time in village.
- * Member of public awareness raising group in the village area.
- * 2015-2017: Amazon.com [products description and Content Writer]
- * 2015-present: Article writing.
- * 2015-2017: House Tutoring.

Language Proficiency:

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High
Hindi	Medium	Medium	High

Personal Details:

Father's Name	:	Samir Biswas
Mother's Name	:	Namita Biswas
Date of Birth	:	March 25, 1995
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Indian
Blood Group	:	A+
Religion	:	Hindu
Permanent Address	:	Vill+Po: Taranipur, Ps: Gopalnagar, Dis: North 24-Parganas, West Bengal, Pin: 743290

Reference: 01

Name : Biswharup Mukharjee
Organization : Isha Agro crops and fertilizer
Designation : Zonal Marketing and Sales
Manager
Address : Kolkata Howrah
Mobile : 8811077747
E-Mail : NA
Relation : Cousin

Reference: 02

Professional

References