



## SUDIPTA BANIK

### Personal Info.

Email Id –

[sandybanik15@gmail.com](mailto:sandybanik15@gmail.com)

Contact No. 6291024889

Residential Address – 4/41,  
Azadgarh, Regent Park, Kolkata,  
West Bengal

Pin Code – 700040

DOB – 24.03.2003

Languages Known

- English – Proficient
- Hindi – Proficient
- Bengali – Proficient

A creative and quick-thinking individual with a bent towards communicating and building a relationship online. Passionate about learning the work concepts and possess the ability to handle work pressure and clients and customer issues professionally. Have exceptional advisory skills to introduce new schemes and help customers to meet their financial goals.

Seeking a challenging position in a reputable organization to expand and utilize my learning, skills, and knowledge. Possess excellent communication skills and have an eye for detail. Flexible to work in any environment as required

### Technical knowledge (skills) –

- ❖ Proficient in software like MS Office operations, MS Excel, MS Word, Adobe, Programming Languages (HTML).
- ❖ Proficient in google work space, Digital marketing, basic computer applications, effective searching skills, software proficiency, and data analysis.
- ❖ Content Creation skills, SEO, and social media.

### Professional & Interpersonal skills –

- ❖ Friendliness and empathy with active listening.
- ❖ Public speaking, giving, and accepting constructive feedback.
- ❖ Written, Digital and Non-verbal & verbal communication and time management.
- ❖ Proficient responsiveness, trust-worthiness, confidence, and clarity towards work.

### Soft skills & hobbies –

- ❖ Efficient communication, customer support, creativity, and team work skills.
- ❖ Having proper work ethics, problem solving, and critical thinking skills with utmost adaptability.
- ❖ Hobbies like: Creative writing, painting, Dancing, Gaming, Photography, Internet surfing and reading a lot.

### **Academic Qualifications:**

<b>YEAR</b>	<b>EXAMINATION</b>	<b>INSTITUTE</b>	<b>BOARD/UNIVERSITY</b>	<b>CGPA/%</b>
<b>2020-2023</b>	<b>BSc. In Media Science</b>	<b>The Heritage Academy</b>	<b>MAKAUT</b>	<b>8.09</b>
<b>2020</b>	<b>XII (Higher Secondary)</b>	<b>BDM International</b>	<b>CBSE</b>	<b>88%</b>
<b>2018</b>	<b>X (Secondary)</b>	<b>BDM International</b>	<b>CBSE</b>	<b>78%</b>

### **Achievements -**

- ❖ Completed course in Fundamentals of digital Marketing by Google (include certification)
- ❖ Certification of course – Google Ads beginner to advance by WsCube
- ❖ Certification of course- iOS by Stanford (Paul Hegarty)
- ❖ Certification of course- German for beginners by Learn German by Ania.
- ❖ B. Sc. In Media Science, with specialization in AV/Audio Visual studies from The Heritage Academy, Kolkata, India.

Google Digital Garage

# Sudipta Banik

is hereby awarded this certificate of achievement for the successful completion of **The Fundamentals of Digital Marketing** certification exam on 09/08/2021

*Matt Britz*  
President - Google EMEA



*Townsend Remels Franken*  
CEO - IAB Europe

Certificate ID: CZG 77X WYK

Verify the authenticity of this certificate at: <https://learndigital.withgoogle.com/link/?id=qadn9s>

BASIC CERTIFICATE NO C5877083EN

ISSUED TO

**Sudipta**

for typing in English  
with speed **39** wpm and accuracy of 97.6%

March 20, 2023

**RATATYPE**

*John A...*

VERIFY SCORE AT [WWW.RATATYPE.COM/C5877083EN](http://WWW.RATATYPE.COM/C5877083EN)