

MOUMITA SAHA

B.A. (Political Science) Hons.

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Bibi Gram Ghosh Para, P.O. + Dist.– Malda, 732101



ABOUT ME

I am an enthusiastic, self-motivated, reliable, responsible and hard-working lady. I am a mature team worker and adaptable to all challenging situations. I am able to work well both in a team environment as well as using own initiative under pressure and adhere to strict deadlines.



Education

Master of Arts

Netaji Subhas Open University
Malda, West Bengal

Pursuing
Marks – NA
Division – NA

Bachelor of Education

Satish B. Ed. College
WBUTTEPA
Malda, West Bengal

Passed, 2022
Marks – 9.68
Division – NA

Bachelor of Arts, Political Science

Malda Women's College
University of Gour Banga
Malda, West Bengal

Passed, 2020
Marks – 61.00%
Division – NA

10+2, Arts

Malda C. C. Girl's High School
WBCHSE Board
Malda, West Bengal

Passed, 2016
Marks – 59.80%
Division – NA

10th

Jalalia Girl's High School
WBBSE Board
Malda, West Bengal

Passed, 2014
Marks – 37.14%
Division – NA



Computer Proficiency

- MS WORD, MS EXCEL, MS POWERPOINT
- TALLY ERP 9



Career Highlights

- Completed Junior Diploma in Arts from Sarbabharatiya Sangeet & Samskriti Parishad.
- Passed Diploma in Information Technology Application from Malda Sadar Youth Computer Training Centre, Malda.
- Certified in GST and Business Enterprise Solution with Tally ERP 9 by Tally Education Privet Limited.
- Member of Malda District Yoga and Sports Association, Malda
- Undergo One Month of Practical Training as Teaching Assistant at Malda Academy High School, Malda, from 26.03.2022 to 30.04.2022.



Interpersonal Skills

- Effective Communication.
- Innovative and Practical Minded
- Managing Multi-Task
- Team Building & Leadership Qualities.
- Capable of Setting Priorities



Languages

- Bengali
- English
- Hindi



Personal Interests

- Yoga.
- Gardening.
- Arts.
- Reading Story Books.
- Listening Music.
- Making Delicious Cakes.



Personal Details

Father's Name: Late Alok Kumar Saha
Marital Status: Single
Religion: Hindu

Birthday: October 16, 1998
Gender: Female
Nationality: Indian

Declaration

I, Moumita Saha, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief.

MOUMITA SAHA
MALDA, WEST BENGAL