

# Sanhita Chowdhury

## Self -Profile

Assertive, Proactive, Enterprising person with background in domain of Project management with Social cause. With possession of adequate People managing, influencing soft skill become confident to excel in any assignment. Being capable of executing multi tasks with results, evince myself an able, competitive aspirant; who can deliver & exceed on work objective. Always keen to learn and execute, now exploring to any suitable, exciting career opportunity, where in self expertise & learning would contribute to both business & build own career way forward

## Work Summary

- **'Freelancing Academic Counsellor'- Self Employed from Apr'22 onwards.**
  - ✓ Mentoring & Imparting high quality teaching sessions on different subjects by incorporating latest, interesting study materials and technique to engage, enhance students' academic quality, standard & overall competence.
  - ✓ Continuously following up students' progress, learning, comprehension & Ensuring students' engagement & securing of high marks and ranking in respective school examinations.
- **Malda Society of People Living with HIV/AIDS, branch of NCPI+, a leading NGO of repute – Project Coordinator from Nov'21 to Mar'22.**
  - ✓ Managed, lead a team of Councillor and synergized, improved overall activities and implementation of action plan of Vihaan Project to improve treatment prognosis & living standard of HIV/AIDS patients with excellence
  - ✓ Planned, strategized field visit tours , work schedule , duties of councillors to maximise effective treatment coverage, service and reduce drop outs.
  - ✓ Monitored , measured work outcome on weekly meeting & effected course correction.
  - ✓ Interacted, Coordinated with HCPs, District officials other care giving staffs at different hospitals, treatment centres and rendered needful services to needy patients.
  - ✓ Maintained , recorded various data, patients' pool reports, processed MIS reports and forwarded to higher authority of NCPI +, Delhi.
- **Malda Society of People Living with HIV/AIDS, branch of SAATHII, a leading NGO - Counselor from Sep'14 to Nov'15.**
  - ✓ Executed action plan of Vihaan Project to improve treatment prognosis & living standard of HIV/AIDS patients with excellence.
  - ✓ Empathetically Interfaced with Patients, Relatives and other stake holders, understood problems and rendered various issue resolutions, processed various data & sent to Project Coordinator.
  - ✓ Continuously monitored, followed up & counselled with HIV patients and pursued to modify healthy life styles, improve social structures & essential compliance of treatment course.



## Personal Details

### Address

Vill- Jhaljhalia .P.O- Jhaljhalia.  
P.S- English Bazar. Dist- Malda.  
Pin- 732101. West Bengal

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**Date of Birth:** 2nd Aug 1991

### Key Skill Set

- Computer competence
- People Influencing skill
- Interactive skill
- Organizing capacity
- Flexibility & Adaptability
- Fast learning ability.
- Multitasking ability
- Effective Communication.
- Decision Making.
- Problem solving skill

### Education

Master in Science in Mathematics from Burdwan University in 2018 with 66% marks.

Bachelor in Science in Mathematics from University of Gour Banga in 2014 with 42.385 marks.

### Up Skilling Education

Completed Certification course on Computer Application, System & Various Database Technology.

### Language Fluency

English, Bengali & Hindi