**SUBHASIS BHATTACHARJEE**

5/92 Bejoy Garh, Kolkata-700092, West Bengal

9836319527(M)

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**Summary:**

Dedicated, experience, proficient in project management and organizational skills. Developed and implemented daily task schedule to help improve overall productivity. Created and implemented new multi-tasking procedure improving overall productivity in the office &Field.

**Education:**

Bachelor's Degree (B.Com), C.U.

Graduated July 1994.

**Skills:**

* **Administration/Commercial Activities (including stores handling/procurement of Materials/Vendor devp.)**
* **Tendering- Bid submission -Tender Negotiations**
* **Liaison Work/Marketing/ Development of New Product-Services**.

**Employment History:**

**Concord Control Systems Pvt. Ltd -Lucknow. U.P**

* Sr**.Executive- Project Supervision-New Product Development**-. Source Materials Identification/Documentation for Assessment Process approval/Prototype assessment, Liaison work. **July 2018 – Present**.
* **Maa Laxmi Industry.(RDSO-Apprvd.source)- Howrah, West Bengal.**

Sr.Executive Looking after the Marketing activities, Liaison with Railway, Preprtn. of R.Notes/Billing at site, Tender- asst. for Tender Bid preparation. TenderNegotiations with various RLY Zones. October 2012 – June 2018

* **Kaveri Ultra Polymer Pvt. Ltd. Kolkata, West Bengal.**

Site-In charge Handling of Dust Suppression System Project at Jindal Mines-Barbil, Tensa,-Orissa. May 2011 – August 2012

* **WB Projects Consultant &Engineer. Behala-Kolkata, West Bengal.**

Supervision of Project work/ Bid Preparation /Tender quote/Billing schedule for MWT Project at Talcher , Balance. Mech. work at Haldia under Mitsubishi,60MW/40MW CPP Project under Bhushan Ltd.at Rengali, HSMP Project under Jindal-Jajpur. GRSE-Ship Piping project-Garden Reach-Kolkata. January 2002 – March 2009

**Personal Data:**

Father's Name: Late M. M. Bhattacharjee

Gender: Male

DOB: 10.03.1971.

Marital Status: Bachelor.