

SOURAV ROY BHOWMICK

Contact Details:

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OBJECTIVE

Intend to work with leading organizations of dynamic environment with committed and dedicated people, which will help me to fully explore myself and realize my potential along with the goals of the organization. Willing to work as a key player in challenging & rewarding environments.

PROFILE SUMMARY

- **M.B.A.** from the University Kalyani with a first class degree specialization in Marketing.
- **M.Phil.(Commerce)** from Annamalai University.
- **Teaching in Commerce& Management(UG and PG) in colleges and Universities for about 20+ Years.**
- High Level of adaptability and flexibility are my key attributes.
- I am honest, dedicated and believe in hard work with good time management skills.

ACADEMIC QUALIFICATION

- Completed M.Phil. (Commerce) from Annamalai University, 2009.
- Master's in Business Administration (M.B.A.) from the University of Kalyani, 2001 .
- Bachelor of Commerce (B.Com-Hons.) from the University of Calcutta, 1998 .
- Higher Secondary from W.B.C.H.S.E, (Science) , 1995 .
- Secondary / Madhyamik from W.B.B.S.E, 1993 .

TEACHING EXPERIENCE (COLLEGE)

- Teaching as a State Aided College Teacher in the department of Commerce and Management in Barasat College (affiliated to WBSU) from 09.11.2005.
- Acted as a college appointed part time Lecturer in the department of Advertising, Sales Promotion & Sales Management in Bhairab Ganguly College, Kolkata-56 from November'2002 to October'2006 , from November '2006 to August '2013 in the capacity of a college appointed contractual whole time/full time teacher and from September' 2013

onwards as a guest faculty in the same department till session, 2016.

TEACHING EXPERIENCE (OTHER UNIVERSITY)

- Engaged as an Academic Counsellor of Indira Gandhi National Open University(IGNOU) in P.G.(M.Com) and U.G.(B.Com) level of courses from 2009 to2016 .

[Total teaching experience in UG level – Above 20 years and in PG level – 7 years(Approx.)]

ADMINISTRATIVE AND OTHER EXPERIENCE :

- **Acted as an Assistant Co-ordinator** (Part time) at Study Centre 2842 of IGNOU from July'2009 to August'2015.
- **Acted as a Retail Management & Basic Management Consultant and Financial Literacy Consultant** of Smile Twin Learning Programme of Hijli INSPIRATION (NGO)from 2016-2019 .

JOB PROFILE OF ADMINISTRATIVE EXPERIENCE:

- Organization of Counselling Sessions i.e. allotment of classes course wise for both UG and PG levels:
- Identify course-specific academic counsellors.
- Prepare schedules of Counselling/Practical Sessions in consultation with the Co-ordinator.
- Oversee conduct of Counselling/Practical sessions.
- Arrange for receiving assignments and their evaluation from approved academic counsellors.
- Provide feedback to the students and submit the award list to the Regional Centre as per schedule prepared by the University.
- Arranging to provide programme specific information to the prospective and the enrolled students.
- Sending monthly feedback reports on counselling, audio-video and practical sessions conducted and student response to the programme.
- Maintain session-wise record of practical work and prepare an evaluation report of students in consultation with Counsellors.
- Conduct term-end examinations of the university i.e. IGNOU twice in a year as per schedule.

DETAILS OF PARTICIPATION IN THE FOLLOWING

University Examinership	:	YES (West Bengal State University, Calcutta University and IGNOU).
University Paper Setting	:	YES (West Bengal State University and Calcutta University).

TECHNICAL SKILLS

Basic knowledge of computer	:	1. Operating systems- DOS, Windows 2. Software- MS word, MS Excel, MS Power Point, Internet Explorer.
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CERTIFICATE COURSE

- Participated in a specialized management training course in “Export Management” conducted by Small Industries Service Institutes under Ministry of Small Scale Industries, Govt. of India.

PERSONAL DETAILS

Date of Birth	:	02-01-1977
Father's Name	:	Shri Monoj Roy Bhowmick (Retired Senior Selection Grade Lecturer)
Sex	:	Male
Marital Status	:	Single.
Nationality	:	Indian
Religion	:	Hinduism
Cast	:	General
Address	:	141, Mata Monmohini Nagar, Bonhooghly, Kolkata-700108
Languages Known	:	English, Bengali, and Hindi.

REFERENCES

Will be available upon request.