

CURRICULUM VITAE



NITIN KUMAR SABOO

Date of Birth: 1st January, 1981

Address : 147/A, Sukanta Sarani, P.O. Bhadrakali, Dist:- Hooghly-712232

Mobile No. : 9831364193, Email Id: - nitinsaboo3@gmail.com

CAREER GOALS:

To strive for excellence and enhance my skills in pursuance of personal goals along with organizational objective.

ACADEMICS:

- B.Com (Hons) from Goenka College of Commerce and Business Administration, Calcutta University in 2002 with 2nd division.
- Higher Secondary from Maheshwari Vidhayalaya, W.B.S.C Board in 1999 with 1st division.
- Madhyamik from H.M.High School, W.B.B.S.E in 1997 with 1st division.

PROFESSIONAL QUALIFICATION: - Completed MBA in Finance Specialisation (Distance Education) from Sikkim Manipal University. Completed 1st, 2nd, 3rd & 4th Semester, with 85.66%, 77.00%, 82.58% & 84.07% exam held in Jan, 2011, July,2011 & Feb,2012 respectively.

TEACHING EXPERIENCE: -

a) Worked as a Part Time Management Faculty at Media Infotech, Chinsurah (Authorized Learning Centre of Sikkim Manipal University) from March, 2012 to May, 2015. (SMU approved Academic Counselor of LC 03230).

b) As a Part Time Management Faculty at K M Computer Education, Konnagar (Authorized Learning Centre of Sikkim Manipal University) from February, 2013 to March, 2017.

c) Providing Part Time / Special Tally Classes on Income Tax & GST/Vat/Service Tax (All Levels) at K M Computer education from February 2013 to till.

SUBJECTS:-

MBA – Semester -1

- a) Business Communication*
- b) Management & Financial Accounting*
- c) Human Resource Management*
- d) Management Process & organisational Behaviour*
- e) Managerial Economics*

MBA – Semester -2

- a) Production & Operations Management*
- b) Financial Management*
- c) Marketing Management*

MBA – Semester -3 (Finance Specialisation)

- a) Taxation Management*
- b) Internal Audit and Control*

MBA – Semester -4 (Finance Specialisation)

- a) Insurance & Risk Management
- b) Strategic Management & Business Policy (Common Paper)

MBA – Semester -3 (Marketing Specialisation)

- a) Sales, Distribution & Supply Chain Management
- b) Consumer Behaviour

MBA – Semester -4 (Marketing Specialisation)

- a) Advertising Management and Sales Promotion

MBA – Semester -3 (Human Resource Specialisation)

- a) Manpower Planning & Resourcing
- b) HR Audit

MBA – Semester -4 (Human Resource Specialisation)

- a) Compensation Benefits
- b) Performance Management & Appraisal

BBA Subjects:-

- a) Marketing Management
- b) Financial Accounting
- c) Managing Financial Resources
- d) Management Accounting
- e) Financial System & Auditing
- f) Financial Reporting
- g) Human Resource Management
- h) Economics
- i) Taxation
- j) Production & Operations management

Computer:-

- a) Tally at Advance Level (Income Tax & GST) –providing Private Tuition from Home since 2010.

SKILLS:

- Excellent relationship management skills with proven interpersonal, analytical, and negotiation skills.
- Highly committed to work in respect of meeting deadlines and working under pressure.
- Innovative problem solver with aptitude for logical & best alternative solution.

LANGUAGE KNOWN: Hindi, English and Bengali.