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ANIRBAN ADHIKARY

PERSONAL PROFILE

I am a Graduate BA in Business Management student, seeking for internships and placements within the marketing and financial sector where I can put into practice and extend my in-class learning. I can work very well under pressure and I have the experience to handle problematic situations.

EXPERIENCE

INTERNSHIP : A & R TRADERS, INDIA – ONLINE MARKETING SPECIALIST

- Online marketing – listing and adding various product according to a particular category and target audience.
- Inventory management – maintaining the in-stock level 7 days a week.
- Advertisement campaign creation- mainly focused on amazon and ebay, where by determining the value of the item assigning them a daily budget through which the number of ‘clicks’ gradually increased every 24 hours.
- Report analysis – weekly database was maintained in order to keep track of the sales revenue

PART TIME : KOO STYLE, LONDON – E-COMMERCE SALES AND MARKETING ASSISTANT

- Inventory management – comparing the stock present in store and in warehouse to maintain an accurate availability of the products.
- Online order processing – 60 to 70 orders were processed and sent to the customers per day
- Monthly sales analysis – comparing weekly database records through graphs ,statistics and chats to understand and approximately predict required inventory for future sales
- Using various promotional tools to increase sales.

PART TIME : MOLSON COORS, LONDON – CUSTOMER SERVICE AND MARKETING REPRESENTATIVE

- The basics of the role was to involve collating information from the Sales teams.
- Processing ,updating and managing those information and tallying it with previous records.
- Competent use of Ms office and other kinds of spreadsheets.
- Analysing those collective data and provide a summary report weekly to the higher management .

PART TIME: BRIGHTSPARKS, LONDON – CUSTOMER SERVICE

- Staff support in Wembley stadium, supervising them their assigned jobs and providing them directions.
- Stewardship in Wembley stadium.
- V.I.P hospitality in Twickenham stadium.
- customer service in Alexandra palace.

KEY SKILLS

- Ability to work under pressure and adjust well in stressful situation
- Operates -Microsoft Excel & Word quite fluently
- Calligraphic behavioral analysis
- Project and time management abilities
- Strong with calculation and analytical skills
- Multi-lingual – English (FLUENT); Hindi(NATIVE); Bengali (NATIVE);SPANISH (INTERMEDIATE)
- Interpersonal and customer service skills
- Team player and group leadership skills

EDUCATION

MIDDLESEX UNIVERSITY, LONDON

– BA IN BUSINESS MANAGEMENT

JUNE 2018 – OCTOBER 2020, LONDON

- Financial Aspects of Business (1st year)
- Management and Organization (1st year)

- Marketing Theory and Practice (1st year)
- Application and Research Management (1st year)
- Operation Management (2nd year)
- Business Environment Analysis (2nd year)
- Brand Management (2nd year)
- Work, Organizations and society (2nd year)
- Strategic Accounting management (3rd year)
- Strategic Management (3rd year)
- Contemporary issues in workforce Management (3rd year)
- Project Management (3rd year)

THE ASSEMBLY OF GOD CHURCH SCHOOL, WEST BENGAL

AISSCE –COMMERCE

- English Core ----- 81%
- Business studies ----- 81%
- Accountancy ----- 60%
- Information Technology ----- 89%

AWARDS

ACHIEVEMENT :-

- 2nd year and 3rd year STUDENT VOICE LEADER for BA in Business Management course in Middlesex University (2019-2020)
- British council (UK/IN) Upper intermediate level certification
- Inter-school football Tournament certificate of merit
- National Level Science Talent Search Examination 2013 – 64%
- The Assembly of God Church School, Inter-house Athletics Meet ranked THIRD and SECOND in year 2013-2014 and 2014-2015
- Have Basic experience in online trading and investment skills

INTERESTS :-

- **INSIGHT DAY** :- BRIGHT NETWORKS DIVERSITY AND INCLUSION
- Member of Music and Singing society (MDXSU)
- Member of Banking and Finance society (MDXSU)