

RÉSUMÉ

Neelanjan Mitra

**B.Com (H), MBA, PGDBM, PGDFCA, UGC NET
PhD (Pursuing)**

E-mail ID : neelanjanmitra.2008@gmail.com
Mobile No. : +91 9477366395
Date of Birth : 4TH January, 1989
Address : 577/B, Sauli Battala, P.O. Chandan Nagar
Dist: Hooghly Pin: 712136, West Bengal
Sex : Male
Nationality : Indian
Status : Married
Linked in ID : www.linkedin.com/in/neelanjan-mitra-56934096/
Vidwan-ID : 270964



Brief Profile:

Having 15 years+ experience in the field of Education & Industry, Enthusiastic educationist with intent to build knowledge base in the field of Management. A passionate faculty strived to advance Management education through classroom lectures, projects, case studies, seminars, and workshops. Adequate experience in designing course curriculum, setting test /exam papers, and implementing innovative instruction methodologies to match international standards.

Core Competence:

Financial Accounting, Corporate Accounting, Direct & Indirect Taxation, Cost Accounting, Financial Management, Financial Statement Analysis, Human Resource Management, Principles of Management, Total Quality Management, Consumer Behaviour, Indian Financial System, Banking and Insurance Management

Educational Qualification:

Qualification	Stream	Board/ University	Year of Passing
Secondary (10th)	General	West Bengal Board of Secondary Education	2004
Higher Secondary (12th)	Commerce	West Bengal Council of Higher Secondary Education	2006
Graduation	B.com (Hons)	Calcutta University	2009
Post Graduation (MBA)	Finance & Marketing	West Bengal University of Technology	2012
Doctor of Philosophy (PhD)	Management Science	Maulana Abul Kalam Azad University of Technology (Formerly known as W.B.U.T)	Pursuing from 2021
UGC NET	Assistant Professor & PhD	University Grant Commission (UGC)	December 2024

Thrust Area in Research:

- Bank Merger, Acquisitions & Reforms.
- Retail Banking
- Digital & Cashless Banking
- Trade Union Conflicts in Banking Sector
- Job Satisfaction
- Consumer Behaviour

Publications:

Journal publication:

1. *Neelanjan Mitra, Soma Bose Biswas, Nidhi Singh. A Study on the different influencing factors toward customer retention & loyalty – A case study on Standard Chartered bank on National Conference ELT for Management and Technology: Recent Trends (NCEMT 2017) (ISBN: 978-93-86675-14-9)*
2. *Neelanjan Mitra, Soma Bose Biswas. Importance and Growth of Microfinance in India - A Review on JIS Management Vista. (ISSN: 0974-0872)*
3. *Neelanjan Mitra, Nidhi Singh. Role of Major Financial Institutions to Growth of Micro Finance in India – A Review on National Conference on Science, Technology & Communication Skills (NCSTCS 2K18). (ISBN No: 978-93-86675-47-7)*
4. *Neelanjan Mitra, Nidhi Singh. Growth and Importance of Mobile Banking in Indian Perspective – A Review” on National Conference on Science, Technology & Communication Skills (NCSTCS 2K18). (ISBN No: 978-93-86675-47-7)*
5. *Bijaya Roy, Anirban Hazra, Neelanjan Mitra. Exploring organizational challenges and psychological wellbeing among remote working employees during the COVID-19 pandemic: A general linear model approach. International Journal of Research in Human Resource Management 2024;6(1):42-46.
DOI: [10.33545/26633213.2024.v6.i1a.168](https://doi.org/10.33545/26633213.2024.v6.i1a.168) P-ISSN: 2663-3213, E-ISSN: 2663-3361, Impact Factor: RJIF 5.6*
6. *Anirban Hazra, Neelanjan Mitra. Economic analysis of household savings behaviour: Insights from India. International Journal of Financial Management and Economics. 2024;7(1):121-125.
DOI: [10.33545/26179210.2024.v7.i1.271](https://doi.org/10.33545/26179210.2024.v7.i1.271) E-ISSN: 2617-9229, P-ISSN: 2617-9210*
7. *Souvik Dutta, Anirban Hazra, Neelanjan Mitra. Exploring the current consumer market status of chemical fertilizer Vs biofertilizer industries in West Bengal, India: An on-site investigation.
South Asian Journal of Agricultural Sciences 2024; 4(1): 147-153
DOI: <https://doi.org/10.22271/27889289.2024.v4.i1b.124> E-ISSN: 2788-9297 P-ISSN: 2788-9289*
8. *Neelanjan Mitra, Nidhi Singh, Anirban Hazra. Acceptance of Cash less banking in Post Covid Era in Indian perspective - A Review.
International Journal of Applied Research 2024; 10(4): 197-201
DOI: <https://doi.org/10.22271/allresearch.2024.v10.i4c.11686> P-ISSN Print: 2394-7500 E-ISSN: 2394-5869 Impact Factor (RJIF): 8.4*

9. *Neelanjan Mitra, Soma Bose Biswas, Malini Mazumder. Navigating Consolidation: Understanding Objectives, Legislation, and Phases of Banking Mergers in the Indian Financial Sector – A Review.*
International Journal of Research in Finance and Management 2024; 7(1): 242-253
DOI: <https://doi.org/10.33545/26175754.2024.v7.i1c.306> P-ISSN: 2617-5754, E-ISSN: 2617-5762
10. *Neelanjan Mitra, Nidhi Singh, Anirban Hazra. Bitcoin in Indian Context: A study on challenges & future scopes.*
International Journal of Financial Management and Economics 2024; 7(1): 192-195
DOI: <https://doi.org/10.33545/26179210.2024.v7.i1.286> P-ISSN: 2617-9210 E-ISSN: 2617-9229
11. *Neelanjan Mitra, Nidhi Singh, Anirban Hazra. Analyzing customer attitudes towards online banking and its impact on bank customer relationship management.*
Asian Journal of Management and Commerce 2024; 5(1): 370-378
DOI: <https://doi.org/10.22271/27084515.2024.v5.i1e.282> E-ISSN: 2708-4523 P-ISSN: 2708-4515
12. *Anirban Hazra, Neelanjan Mitra. Unlocking the Potential India & Informal Financial Sector: Implications, Characteristics, and Policy Perspectives.*
International Journal of Research in Finance and Management 2024; 7(1): 254-260
DOI: <https://doi.org/10.33545/26175754.2024.v7.i1c.307> P-ISSN: 2617-5754 E-ISSN: 2617-5762
13. *Neelanjan Mitra, Dr. Nidhi Singh, Dr. Anirban Hazra. A study on analysing customer attitudes towards online banking and its impact on bank customer relationship management.*
Asian Journal of Management and Commerce 2024; 6(4) :91-98.
DOI: [10.33545/27068919.2024.v6.i4a.1150](https://doi.org/10.33545/27068919.2024.v6.i4a.1150) E-ISSN: 2708-4523 P-ISSN: 2708-4515
14. *Dr. Moumita Roy, Dr. Tanmoy Majumder, Neelanjan Mitra, Dr. Nilanjan Ray. Redefining Leadership Capabilities in AI-Augmented Work Environments.* Minnesota Journal of Business Law and Entrepreneurship Volume 2026, No. 2 ISSN: 1540-3270.
<https://kommerstad.org/journal> Page no. 1584 - 1604 (ABDC B)
15. *Anirban Hazra, Kinkini Bhattacharjee & Neelanjan Mitra Economic Ideals of the French Revolution and their Reflection in Rabindranath Tagore's Thought and Literature.* INTERNATIONAL JOURNAL OF CULTURAL STUDIES AND SOCIAL SCIENCES. Vol. - XXI, No. – XXIV, Published by Avantgarde Press, Shakespeare Society of Eastern India. ISSN Number: 2347-4777 (UGC CARE)
16. *Neelanjan Mitra, Soma Bose Biswas & Anirban Hazra. Rabindrik Values: A Pathway to Enhanced Self-Management Skills.* INTERNATIONAL JOURNAL OF CULTURAL STUDIES AND SOCIAL SCIENCES. Vol. - XXI, No. – XXIV, Published by Avantgarde Press, Shakespeare Society of Eastern India. ISSN Number: 2347-4777 (UGC CARE)

Book Chapter:

1. *Neelanjan Mitra. Unlocking the Potential of Big Data Analytics for Contemporary Business Judgement Making Processes.* Application of Data Analytics in Modern Business Decisions. Issue: I, Page No. 19-33 ISBN: 978-93-5980-076-9
<https://doi.org/10.5281/zenodo.11181360>

2. *Neelanjana Mitra. Importance and Challenges of Organizational Transformation and Collaboration in the Present VUCA World.* Exploring the Dynamics of Business Decisions in Present VUCA World. Issue: I, Page No. 3-21, ISBN: 978-93-3406575-6
<https://doi.org/10.5281/zenodo.14224702>
3. *Anirban Hazra, Soumen Nath, Neelanjana Mitra. Economic Implications of Political Movements: The Anti-Emergency Movement and It's Aftermath on Indian Economic Policies.* From Colony to Postcolony: Contestations and Negotiations, Published by: Supernova Publishers, Page No. 43-84, ISBN: 978-9-3522-6198-7
4. *Bijaya Roy, Anirban Hazra, Neelanjana Mitra. Consumer Satisfaction about Hospital Services: A Study from the Inpatient Department of a Private Hospital at Hyderabad.* Transformation Human Resources Management: Strategies for Modern Workplace. Published by: The Book World. Page No. 61 – 73 ISBN: 978-93-81231-47-0
5. *Neelanjana Mitra, Ananya Dey, Anirban Hazra. Impact of COVID-19 Pandemic on Job Shifting of Subordinate Staffs Community - A Study on the Selected Districts of West Bengal.* Transformation Human Resources Management: Strategies for Modern Workplace. Published by: The Book World. Page No. 97 – 112 ISBN: 978-93-81231-47-0
6. *Anirban Hazra, Sriparna Das, Neelanjana Mitra. From Fungi to Feasts: A Comprehensive Study of Mushroom Revolution in Agriculture, Medicine and Income Generation.* Strategic Financial Innovations: Emerging Trends and Policies. Published by: Penprints India Publications. Page No. 5 – 24. ISBN: 978-81-975894-2-3
7. *Neelanjana Mitra, Swaswata Banerjee, Anirban Hazra. Assessing the Evolution of Unified Payment Interface (UPI) Usage: A Comparative Analysis of Pre and Post-COVID-19 Pandemic Trends.* Strategic Financial Innovations: Emerging Trends and Policies. Published by: Penprints India Publications. Page No. 92 – 104. ISBN: 978-81-975894-2-3
8. *Anirban Hazra, Ronit Ghosh, Neelanjana Mitra. The Marketing Dynamics of Nutritious Freshwaters Fishers: Insights from Kolkata District, West Bengal.* Innovative marketing Paradigms: Trends, Strategies and Consumer Insights. Published by: Levant Books. Page No. 01 – 18. ISBN: 978-93-91741-78-5
9. *Anirban Hazra, Susmita Bakshi, Neelanjana Mitra. Influence of Advertisement on Childhood Food Consumption Behavior: A Case Study of an Indian District.* Economic Frontiers: Contemporary Analysis and Implications. Published by: Aadi Publications. Page No. 28 - 44. ISBN: 978-93-92586-80-8
10. *Neelanjana Mitra, Arijit Debnath, Anirban Hazra. Exploring the Future Scenarios of 5G Adoption and Its Consequences on Society, Culture, and Human Behaviour in the Indian Context.* India In Transition from Agriculture to Innovation, Trade, Industry and Society. Published by: Book Valley. Page No. 91 – 104. ISBN: 978-81-974325-8-3
11. *Anirban Hazra, Neelanjana Mitra, Soumen Nath. The New Normal: Assessing the Impact of Remote Work on Productivity and Employee Well-Being.* India In Transition from Agriculture to Innovation, Trade, Industry and Society. Published by: Book Valley. Page No. 116 – 129. ISBN: 978-81-974325-8-3
12. *Anirban Hazra, Neelanjana Mitra. Digital Marketing Strategies for Small and Medium Enterprises: Opportunities and Challenges with Machine Learning in 2024.* Sustainable Business Evolution and Strategies for Redefining Growth. Page. 28-37. ISBN: 978-81-996515-6-2
DOI - <https://doi.org/10.65525/SVUP.9788199651562.2026.28-37>

13. *Soumen Nath, Kallal Banerjee, Sourav Chatterjee, Neelanjana Mitra. **Harnessing Artificial Intelligence for Environmental Sustainability: A Promising Path Forward.*** Sustainable Finance and Digital Innovation: Pathways to Inclusive Growth. Page No. 6-16. ISBN: 978-81-996515-4-8.
DOI - <https://doi.org/10.65525/SVUP.9788199651548.2026.6-16>
14. *Neelanjana Mitra, Dr. Nidhi Singh, Dr. Anirban Hazra. **Exploring the Acceptance & Awareness of Chatbots amongst the Customers of the Indian Banking Industry.*** Sustainable Finance and Digital Innovation: Pathways to Inclusive Growth. Page No. 95-108. ISBN: 978-81-996515-4-8.
DOI - <https://doi.org/10.65525/SVUP.9788199651548.2026.95-108>
15. *Anirban Hazra, Neelanjana Mitra. **The Relationship Between Income Inequality and Economic Growth: A Comprehensive Econometric Analysis.*** Sustainable Finance and Digital Innovation: Pathways to Inclusive Growth. Page No. 95-108. ISBN: 978-81-996515-4-8.
DOI - <https://doi.org/10.65525/SVUP.9788199651548.2026.109-116>
16. *Anirban Hazra, Soumen Nath, Neelanjana Mitra. **The Role of Fin Tech in the Modern Banking Industry: Analyzing its Impact with Machine Learning Models.*** The Digital Economy Revolution Fin Tech, Green Finance, and the Changing Global Landscape. Page No. 6-15. ISBN: 978-81-996515-2-4.
DOI - <https://doi.org/10.65525/SVUP.9788199651548.2026.109-116>
17. *Anirban Hazra, Neelanjana Mitra. **The Impact of Employee Engagement on Organizational Performance: A Machine Learning Approach.*** Artificial Intelligence and Strategic Innovation: Insights from Marketing, Finance, and Economic Growth. Page No. 7-17. ISBN: 978-81-996515-0-0
DOI - <https://doi.org/10.65525/SVUP.9788199651500.2026.7-17>
18. *Neelanjana Mitra, Sayani Chattopadhyay. **Detection of Credit Card Fraud Using Machine Learning Algorithms: Insights from the 'Credit Card Fraud Detection' Dataset.*** Artificial Intelligence and Strategic Innovation: Insights from Marketing, Finance, and Economic Growth. Page No. 7-17. ISBN: 978-81-996515-0-0
DOI - <https://doi.org/10.65525/SVUP.9788199651500.2026.7-17>
19. *Anirban Hazra, Neelanjana Mitra. **Public Sector Banking Mergers in India: A Brief Overview.*** Transformation of Indian Economy: Digitalization, Globalization, and Organizational Dynamics. Page No. 58-79. ISBN: 978-81-996515-9-3
DOI - <https://doi.org/10.65525/SVUP.9788199651593.2025.58-79>
20. *Neelanjana Mitra. **Strategies for Small Business Survival in a Post-Pandemic Economy in India.*** Entrepreneurial Ecosystem. Issue: I, Page No. 13-21, ISBN: 978-93-341-6690-3
21. *Neelanjana Mitra. **Role of EdTech Startups in India's Future of Digital Learning Ecosystems.*** Social Media Dynamics in Digital Era. Issue: I, Page No. 83-102, ISBN: 978-93-5525-464-1

Text Book:

- *Neelanjan Mitra, Anirban Hazra. Principles and Practices of Management.* Published by Blue Hill Publication. (ISBN No: 978-93-5829-729-4)
Google Book Link:
<https://play.google.com/store/books/details?id=4dQEEQAAQBAJ>
Amazon Link:
https://www.amazon.in/dp/B0CXMJDNFZ?ref=cm_sw_r_apan_dp_MANA3E24KRZMV_M379GWD&language=en-IN
- *Shantanu Chakraborty, Neelanjan Mitra, Moumita Hazra. Strategic Financial Innovations: Emerging Trends and Policies.* Published by: Penprints India Publications. (ISBN: 978-81-975894-2-3)
Amazon Link: <https://www.amazon.in/dp/B0DGG9WDN7>

Granted Patent:

- “**Analysis of Student's Time Spending for Newspaper Reading to Attain Effective English Communication**”, *Neelanjan Mitra & Others*, Intellectual Property India, Office of the Controller General of Patents, Design and Trade Marks, Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India. [Patent Application Number 202331042374 A]
- “**Blockchain and IOT's role in the Indian banking sector's digital transition**”, *Neelanjan Mitra & Others*, Intellectual Property India, Office of the Controller General of Patents, Design and Trade Marks, Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India. [Patent Application Number 202331044074 A]
- “**Wearable Sociometric Device**”, *Neelanjan Mitra & Others*, Intellectual Property India, Office of the Controller General of Patents, Design and Trade Marks, Department of Industrial Policy and Promotion, Ministry of Commerce and Industry, Government of India. [Patent Number: 409213-001, Serial Number: 167380]

Grant in Aid Received:

1. **Project name: Urban skilling Facility and Employability Training on Office Administration.**
Granting Authority: ICICI Foundation
Grant type: CSR Major Grant
Status: Sanctioned & Running
Amount: 25,69,300/-
2. **Project name: Urban skilling Facility and Employability Training on Electrical Home Appliances.**
Granting Authority: ICICI Foundation
Grant type: CSR Major Grant
Status: Sanctioned & Running
Amount: 15,30,700/-

3. **Project name: Industry 4.0 Innovation and Technological Advancement under Youth Learning and Digital Literacy.**

Granting Authority: ICICI Foundation

Grant type: CSR Major Grant

Status: Approved

Amount: 66,40,675 /-

Training Experience:

- Complete Certificate course in Management Capacity Enhancement for Administrator of Academic Institutions, organized by Indian Institute of Management, Raipur (IIM-R)
- Complete certification course of “Entrepreneurship Development Programme” organized by Ministry of Micro, Small & Medium Enterprises (MSME), Govt. of India.
- Complete “e – Financial Monitoring Report/ Financial Management Training Program” by SPFU Maharashtra with NPIU under TEQIP Grant (World Bank project) at Sardar Patel College of Engineering, Mumbai.

Seminar/ Conference/ Workshop - Participation:

- One day Seminar on “Tax Laws in Higher Education Institutions in India” organized by Maulana Abul Kalam Azad University of Technology in association with Indian Accounting Association, Kolkata Branch on 18th March, 2017.
- One Week Faculty & Staff Development program on “Communication & Interpersonal Skills” organized by Narula Institute of Technology, Kolkata during 19th – 24th September, 2016.
- One Week Workshop on “Interpersonal Skills” organized by Basic Science & Humanities Dept. of Narula Institute of Technology, Kolkata during 3rd – 4th January, 2018.
- One Week Faculty & Staff Development program on “Professional Competence” organized by Narula Institute of Technology, Kolkata during 13th – 18th February, 2017.
- Three days Entrepreneurship Awareness Program organized by Narula Institute of Technology, Kolkata in association with Department of Science & Technology (DST) during 20th – 22nd April, 2016.
- Two days Faculty & Staff Development program on “Research: From Desk to Publication – Tools and Strategies” organized by ABBS School of Management, Bangalore on 11th - 12th June, 2022.
- One Day Online Workshop on “Data Analytics using Excel” Jointly Organized By Swami Vivekananda Institute of Management & Computer Science & Swami Vivekananda Institute of Science & Technology on 22nd June, 2022.
- Five Days Faculty Development Program on “Data Analysis for Research in Management Science” Organized by Department of Management, Swami Vivekananda University on 19th April, 2022 to 23rd April, 2022.
- One Day Webinar on “THE HR SPEAK SESSION on Performance Management Systems and leadership development” organized by ABBS School of Management, Bangalore on 28th May, 2022.

- Three Days Online Workshop on “Statistical Analysis Using SPSS & Excel” Jointly Organized by Swami Vivekananda Institute of Management & Computer Science & Swami Vivekananda Institute of Science & Technology in association with Indian Accounting Association, South Bengal Branch during 14th - 16th May 2022
- Five days Online Workshop on “Improving Organizational Culture for Maximizing Productivity” held during 26th – 30th September, 2022 organised by the V.V. Giri National Labour Institute, NOIDA.
- One week International Faculty Development Program on “Qualitative and Quantitative Research Design” held during 17th - 21st January, 2023 organised by Eudoxia Research Centre and Eudoxia Research University – USA.
- One week International Advanced Faculty Development Program on “Manuscript Drafting and Publication” held during 27th Jan - 04th February, 2023, organised by Eudoxia Research Centre and Eudoxia Research University – USA.
- One Week National Workshop on “Research Methods using SPSS (Basic Level)” held during 6th – 10th February, 2023 organised by Swami Vivekananda University, Kolkata in collaboration with SPSS South Asia.
- One week International Advanced Faculty Development Program on “International Advanced Faculty Development Program on Quantitative Research Design and Application of SPSS Software” held during 30th June - 07th July, 2023, organised by Eudoxia Research Centre and Eudoxia Research University – USA.
- Three days National Workshop on “Data Analysis Using Advance Excel” held during 6th – 8th April, 2023 organised by School of management, Swami Vivekananda University, Kolkata.
- One week Faculty Development Program on “Behavioral Finance” Jointly Organized by School of Management Science, MAKAUT, W.B and School of Management, Swami Vivekananda University, West Bengal during 25th February – 4th March, 2023.
- One week Faculty Development Program on “Professional Communication and Universal Human Values” Organized by Narula Institute of Technology in Collaboration with Indigenous Society for the Promotion of English Language and Literature (iSPELL) during 18th – 24th July, 2023.
- One week Faculty Development Program on “Time Management Skills for Teaching Fraternity” organised by Swami Vivekananda University, Kolkata during 17th – 22nd July, 2023.

Seminar/ Conference/ Workshop - Organized:

- International Conference on Computational Advancement in Communication Circuits and Systems (ICCACCS – 2014) held during 30th October – 1st November, 2014 organized by Narula Institute of Technology, Kolkata, sponsored by TEQIP (World Bank Grant).
- International Conference on Computational Advancement in Applied Science & Engineering (IC2A2SE – 2016) held during 4th - 6th October, 2016 organized by Narula Institute of Technology, Kolkata, in association with The Institute of Engineering & Technology (IET).

- Three days Workshop on “Entrepreneurship Awareness Campaign” Organized by Department of Management, Swami Vivekananda University held during 25th – 27th April, 2022.
- Three days Workshop on “Human Resource Transformation, The new era of work” Organized by Department of Management, Swami Vivekananda University held during 28th – 30th April, 2022.
- One day webinar on “Financial Markets: An Overview and Recent Developments” Organized by Department of Management, Swami Vivekananda University held during 21st May, 2022.
- One day Panel discussion on “Employment & Employability of Management Students” Organized by Department of Management, Swami Vivekananda University held on 6th August, 2022.
- One day “Entrepreneurship Awareness Programme” Organized by Department of Management, Swami Vivekananda University in association with MSME-DFO, Kolkata held on 8th September, 2022.
- One day “Knowledge development Programme on First step to Wealth Creation" Organized by Department of Management, Swami Vivekananda University in association with ICICI Securities held on 14th September, 2022
- One day seminar on “Medical Tourism and International Health Marketing” Organized by Department of Management, Swami Vivekananda University in association with CK Birla Hospital held on 16th September, 2022.
- One day “Investor Awareness Program” Organized by Department of Management, Swami Vivekananda University in association with Bombay Stock Exchange (BSE) held on 22nd September, 2022.
- Two days Webinar on “ENTREPRENEURSHIP, ATTITUDE AND INNOVATION AS CAREER OPPORTUNITY” jointly Organized by Department of Management, Swami Vivekananda University and The Assam Kaziranga University held during 15th - 16th February 2023.
- “International Conference on Global Socio-Economic Outlook: Strategies for Sustainable Business Development” (ICGSEO – 2025) organized on 4th – 5th February 2025.
- 5-Day Faculty Development Programme (FDP) on the theme “From Research Design to Research Visualization: A Journey through Systematic Literature Review and Bibliometric Tools”, from 4th to 8th August 2025
- 2nd International Conference on Global Socio-Economic Outlook: Strategies for Sustainable Business Development (ICGSEO 2.0 – 2026) organized on 20th – 21st January 2026.
- National Conference on Next-Generation GST Reforms and India’s Economic & Social Transformation: Reimagining Fiscal Policy, Digital Compliance and Inclusive Growth on 13th – 14th March 2026.

IT Exposure:

- MS Office (Advance Excel, Word, Power Point)
- ERP Developed by Hash Technology
- Tally 9, Tally Prime
- Operating System- Windows, Linux (Ubuntu)
- Completed *Diploma in Computer Financial Accounting System (DFAS)* from Youth Computer Training Center (Govt. of West Bengal) with 86% marks.
- Advance Excel with AI
- Prompt Engineering with AI
- Power BI
- Python

Work Experience:

Present Employment: -

Swami Vivekananda University

- **Designation :** Assistant Professor & Head of the Department
- **Department :** Department of Management Science
- **Duration :** 1st February, 2022 – Till date

Job Description:

- Conducted teaching classes for Management students of UG and PG level in the subjects of: Financial Accounting, Corporate Accounting, Direct & Indirect Taxation, Cost Accounting, Financial Management, Financial Statement Analysis, Human Resource Management, Principles of Management, Total Quality Management, Consumer Behaviour, Indian Financial System, Banking and Insurance Management etc.
- Prepared learning materials and experimenting with diverse teaching methodologies for easy comprehension of the subjects and stimulating students' mind application. Taken an active role in curriculum development; setting papers for tests /exams, evaluating students' performance and awarding credits.
- Guiding students through Academic projects and acquainting them with the process of integrating theoretical concepts and practical situations. Organizing educational seminars and encouraging students' participation in presentations / discussions to broaden their outlook and infuse confidence among them.
- Working as Departmental Head and contributing strategic /administrative inputs to promote departmental and institutional growth.
- Undertaking specialized programs to promote entrepreneurship skill among students.
- Member of Finance Committee, Purchase Committee, Research & Development cell, Academic Council, Training & Placement, Library committee etc.
- Conducting Examinations (Internal evaluation & End Term), prepare time table, PPR & PPS, examination schedule preparation, question paper moderation etc.

Previous Employment: -

Narula Institute of Technology

- **Designation :** AGM - Finance
- **Department :** Finance & Accounts
- **Duration :** 12th July, 2012 – 31st January, 2022 (9.6 Years)

Job Description:

- Preparation of salary & calculating TDS of employees.
- Prepare Budget, Allocation & Utilization of the concern.
- Prepare Balance sheet, Cash Flow, Income & Expenditure.
- Income tax return, filing, Form 16 generation, Finalization of books & accounts.
- Monitoring various Research Grant in aids projects viz. MODROB, DST, AICTE, DAE-BRNS, UGC Etc.
- Expert team member in Salary Enhancement & Pay commission implementation committee.
- NAAC, NBA, NIRF Coordinator
- Academic Affiliation related documentation preparation.
- Prepare project finance planning for upcoming Medical College, Pharmacy College & University etc.

Achievements:

- Got Merit Certificate from Govt. of West Bengal (Education Dept.), Municipal Corporation (Education Dept.) and various other societies for getting highest marks in Higher Secondary from a School.
- Qualify Common Written Exam (CWE) of clerical cadre conducted by Institute of Banking Personnel Selection (IBPS) in 2011.

References:

- **Dr. Soma Bose Biswas**
Associate Professor
School of Management Studies, Techno India Campus
Kolkata. West Bengal, India.
Mobile No: +91 9333134347. Email id – somabbiswas@gmail.com
- **Dr. Nidhi Singh**
Registrar
Narula Institute of Technology
81, Nilgunj Road, Agarpara, Kolkata – 700109
Mobile No: +91 8902496650. Email ID: nidhi.singh@jisgroup.org

DECLARATION:

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the particulars.



.....
Neelanjan Mitra