



Prosenjit Pal Pranto

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Skills

Hard Skills:

- MS Office.
- Excel.
- PowerPoint.

Soft Skills:

- Communication.
- Team-building.
- Time Management.
- Organizing.

Career Objective

Results-driven finance graduate with a keen interest in leveraging digital marketing strategies to drive business growth and enhance brand presence. Seeking a dynamic role that allows me to apply my financial acumen alongside my digital marketing skills to develop innovative campaigns, optimize online presence, and contribute to the overall success of a forward-thinking organization.

Experience

NRBC Bank LTD. (Intern)

25.10.22 – 25.01.23

Job Responsibilities:

- During my internship at NRBC Bank in general banking and credit, I processed over 500 customer transactions, and collaborated on 20 credit decisions. I provided information on various banking products, solving queries, and promoting products, resulting in increased customer engagement. Engaging in team collaboration, Handling routine financial transactions. My role involved meticulous documentation, with over 200 records updated for accuracy and compliance.

Achievement:

- Got Certificated for Exemplary Punctuality, Hard work, and Inquisitiveness.

Educational Qualification

- BBA in Finance from “R.P. Shaha University” in 2023 in with a CGPA 3.09 out of 4.00.
- HSC in Business studies group from “Govt Tolaram college” in 2018 with a GPA 3.83 out of 5.00
- SSC in Business studies group from “I.E.T govt High School” in 2016 with a GPA 4.50 out of 5.00

Training /Certification

Name: Professional Digital Marketing

Creative IT Institute

Topics covered: SEO, Technical SEO, Website audit, Advance website design, On page SEO, Off page SEO, Google Search Console and SMM.

Country: Bangladesh.

Achievements/Academic publications/Portfolio

Achievements: 1st Runner up in intra-college Business Plan Competition and Quiz Contest.

Academic Publications: “The Role of Ethics In Shaping The Career Choice of The Graduates.”

Co-Curricular Activities

- Travelling.
- Photography.
- Pencil art.
- Reading.

Language Proficiency

- **English:** Reading- Advance, Writing- Advance, Listening- Intermediate, Speaking: Intermediate.
- **Bangla:** Reading- Native, Writing- Advance, Listening- Native, Speaking- Native.

Extra-Curricular Activities

President in R.P. Shaha University Cultural Club

22.08.19 – 08.01.23

President

Responsibilities:

- Directing and advising a group of 50+ active members to accomplish united goals.
- Implementing strategies that result in a 20% increase in event attendance and a 15% growth in club membership.
- Organizing at least 10 major cultural events per academic year.

Personal Information

- Date of Birth: 25.11.1999
- Nationality: Bangladeshi
- NID: 1956433161
- Marital Status: Unmarried