

Mahendra Kumar Debnath

Present Address-At-Marutinagar Late-2,
Govindtola , Po/Ps-Dhanupali,
Dist-Sambalpur-768005
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Summary

- 7 years of experience in General insurance Operation & Marketing.
- Proficiency in formulating & implementing strategies to reach out to the unexplored market for business expansion.

Education

BACHELOR IN BUSINESS ADMINISTRATION

AASTHA COLLEGE OF IT & MANAGEMENT
UTKAL UNIVERSITY, BHUBNAESWAR

Graduated, July 2023

Marks 70%

Division 1St

INTERMEDIATE (10+2) Arts

S.D.College,Nandapur,Koraput
CHSE,Bhubaneswar

Graduated, July 2006

Marks 43%

Division 3rd

MATRICULATION (10th)

Nandapur High School,Nadapur,Koraput
HSE Board
Cuttack

Graduated, July 2004

Marks 59%

Division 2nd

Work Experience

2016 – Current

Sales Support & Operation

IFFCO TOKIO GENERAL INSURANCE CO. Ltd
Sambalpur, Odisha

Operations & Marketing function believes in providing a delightful experience at all customer touch-points through innovation in processes and technologies delivered by highly motivated and skilled workforce. The team is encouraging to address new challenges, have the willingness to take up higher roles and seek challenging work. Team operations are actively involved in:

- Policy Administration ,Servicing ,Cross selling
- Renewal follow-up (Motor/Non –Motor)
- Claims Support
- Banking & CMS
- Contact Centre & Customer Service (For Renewal business)
- Generation & Distribution of Business MIS & Payout bill release
- OEM/Dealer Administration

2014 –2016

DEO (Out source)

FOOD CORPORATION OF INDIA

Sambalpur, Odisha

- Coding information, troubleshooting processing errors and achieving an organization's goals by completing the necessary tasks. Also responsible for complying with data integrity and security policies, printing and scanning files and generating reports.

2010 – 2014

Store Keeper & Office Assistant

K.V.MOHAN RAO PVT LTD

UTKAL ALUMINA PROJECT

Tikiri, Odisha

- Maintain receipts, records, and withdrawals of the stockroom
- Receive, unload, and shelve supplies
- Perform other stock-related duties, including returning, packing, pricing, and labeling supplies
- Inspect deliveries for damage or discrepancies and report those to accounting for reimbursements and record keeping
- Rotate stock and coordinate the disposal of surpluses
- Ensure adequate record keeping and manage all documentation to confirm proper stock levels and maintain inventory control
- Coordinate the handling of freight, the movement of equipment, and necessary minor repair



COMPUTER

Ms-Word/Excel/PowerPoint
Oracle / V-lookup / Pivot Table



LANGUAGES

Odiya / Hindi / English / Bengoli



**PERSONNEL
INTERESTS**

Trading / Tree plantation / Long drive



**PERSONAL
DETAILS**

Father: Late Harekrishna Debnath
Birthday :29/12/1988
Gender- Male

Marital Status: Married
Nationality-Indian
Blood group - O +



**MY PERMANENT
ADDRESS**

At- Bilaput, Po-Hikimput
Post- Nandapur
Dist- Koraput 764037 (Odisha)

Declaration

I, MAHENDRA KUMAR DEBNATH, hereby declare that the information contained herein is true and correct to the best of my knowledge and belief

Date:10/08/2023

Mahendr Kumar Debnath