

Cover Letter

My name is Pratik Kumar Kundu. After having completed my schooling from Kolkata, I moved to Chennai for my Engineering. Thereafter I pursued my MBA from Kolkata. I'd pursued Cambridge CELTA last year from the British Council, Kolkata. I've 8 years of training experience and taught academicians and working professionals alike. I've created many success stories; glimpses of which are available in my YouTube channel. I've taught millennials from the marginalized background as well. I'm a member of the **Toastmasters Club, British Council, Global Foundation for Human Excellence, the Calcutta Debating Circle and the Indian Health Economics and Policy Association.** I've been felicitated by the JD Birla Institute (Jadavpur University), for exceptional contributions to youth empowerment. Besides, I'm a motivational speaker, personality development coach and a marathon runner. I have been associated on several turnkey training projects with brands such as the Apollo Hospitals Group, Skill India, MSME, Techno India Group, RiCE Group and many more. I'm equipped with the knowledge and expertise to deliver strategic excellence to your organization, in terms of academics and training.

Best Wishes,

Pratik Kumar Kundu



Students, Techno India, Kolkata



Felicitations at the JD Birla Institute,
Kolkata

PRATIK KUMAR KUNDU**Mobile:** +919560859006~ **Email:** kundu.pratik22@gmail.com*A skills trainer, YouTube activist, motivational speaker and marathon runner***Industry preference: Training, Education, Consultancy services****PROFESSIONAL SYNOPSIS**

- ❖ **Life Member – Indian Health Economics and Policy Association ((LMI – 145/2015)**
- ❖ **Member – Toastmasters International**
- ❖ **Associate – Life Skill Foundation (NGO)**
- ❖ **Member – Calcutta Debating Circle (2018)**
- ❖ **Member – British Council (ACL044689)**
- ❖ **Member – Global Foundation for Human Excellence**
- ❖ **Member – Tea Talkers, Kolkata**
- ❖ CELTA certification from Cambridge, in association with the British Council
- ❖ Master's Degree – PGDM (IMI Brussels) and Bachelor's Degree – Biotech Engineering (SRM University, Chennai), with 8 years of professional work experience; *including 6 years into training and teaching working professionals and academicians, respectively.*
- ❖ Demonstrated exceptional power speaking skills, at various conferences and seminars.
- ❖ Exceptionally well organized with good academic and professional track record.

HONORARY ASSOCIATIONS

- ❖ *Six Sigma Trainer* – Ministry of Micro, Small and Medium Enterprises, New Delhi
- ❖ *Communication Trainer* – International College of Financial Planning, New Delhi
- ❖ *Subject Matter Expert – English and Management Subjects*, Disha Publications, New Delhi
- ❖ *Expert – Management Subjects*, Chegg India Pvt. Ltd.
- ❖ *IELTS & English Trainer* – uFaber.com, Mumbai
- ❖ *Process & Communication Trainer* – iMerit Technology Services, Kolkata
- ❖ *Visiting Faculty (HR subjects)* – Techno India Group, Kolkata

PUBLICATIONS

- ❖ 'The Naked Truth of Personalities: Unveiling the Human Quotient' , published on 13 May, 2018, available on www.amazon.in; ASIN: B07D2M1SL2
- ❖ 'Performance Evaluation of Hospital Employees through Ongoing Appraisal Systems', Vol.3, Issue 2, April 2015 – June 2015, Research Publish Journals

YOUTUBE CHANNEL (600+ subscribers)

My YouTube channel speaks about the training programs which I've conducted across India, besides presenting the viewers with a new insight on the aspect of Learning and Development; of various projects, ranging from Six Sigma to ELT and Personality Development. Besides, it also contains documentaries and glimpses of my hobbies.

CAREER CONTOUR

August 2017 – July 2018: RiCE Group

Senior Teacher – English, Kolkata

- ❖ Taught descriptive English to aspirants for Government examinations like the WBCS, PSC, CGL, Indian Railways, Excise and Bank PO.
- ❖ Managed the library operations.
- ❖ Facilitated motivational sessions and day camps for the rural students from rural Bengal, viz. Bankura, Purulia, Asansol, Birbhum and Jhargram.

September 2016 – March 2017: IL&FS Skills (under PMKVY and NSDC)

Senior Consultant – English, IT, Life Skill and Entrepreneurship, New Delhi

- ❖ Trained students in subjects related to English, IT, Life Skills and Entrepreneurship
- ❖ Batches handled: *Technicians (Electrician, Welding and CNC), General Duty Assistants, Beauticians, Fitness Trainers, Call Centre Executives, Retail Sales Associates and Stewards.*

December 2015 – August 2016: The British Academy for English Language

Trainer and Educationist, New Delhi

- ❖ Conducted customized language training programs for Diplomats from the South Sudan and Korean Embassy in New Delhi.
- ❖ Responsible for IELTS and TOEFL training, for aspirants looking forward to immigration.
- ❖ Taught English to students, suffering from Down syndrome.

December 2012 – August 2015: The Apollo Hospitals Group

Asst. Manager – Training, New Delhi and Hyderabad

Significant Highlights:

- ❖ Taught Hospital Administration aspirants (clinicians and non – clinicians), modules related to Marketing Management and Organizational Behaviour.
- ❖ Initiated Skills Training for the first time across Indian markets, for Medvarsity and Medskills (A NSDC partnership).
- ❖ Trained the paramedical staff in the Apollo Hospitals, across Delhi, Hyderabad, Chennai and Punjab.

September 2011 – November 2012: ILS Hospital (A unit of GPT Healthcare Pvt. Ltd.)

Asst. Manager – Corporate Marketing, Kolkata

Significant Highlights:

- ❖ Led corporate marketing (B2B) assignments to acquire clients and spread awareness regarding Laparoscopic and Bariatric Surgery, in the units in Kolkata and Agartala.

*November 2010 – August 2011: The Indian Institute of Planning and Management
Asst. Manager – Strategic Management Group, Kolkata*

Significant Highlights:

- ❖ Initiated skill development and training (employment assistance) for the first batch of MBA students.
- ❖ Addressed the students in significant academic programs like National Economic Planning (NEP) and Buzz the Budget (prior to Financial Budget 2011).

ACADEMIA

- ❖ 2017 **Certificate in English Language Teaching to Adults (CELTA), Cambridge University**
- ❖ 2018* *Diploma in Training & Development, Indian Society for Training & Development, Delhi*
- ❖ 2016 Certificate – Life Skills & Entrepreneurship, NEISBUD, Noida
- ❖ 2015 Green Belt in Lean Six Sigma, KPMG, Hyderabad
- ❖ 2012 Post Graduate Diploma in Hospital Administration, Medvarsity (AHERF), Hyderabad
- ❖ 2011 Post Graduate Degree in Management (Dual Degree program)*
 - *Post Graduate Degree in Management, International Management Institute, Belgium
 - *Certificate in Planning & Entrepreneurship, IIPM School of Business & Economy, Kolkata
- ❖ 2009 Bachelor in Technology (Biotechnology), SRM University, Chennai

Accolades:

- ❖ Ran the Kolkata Police Marathon on 7th January, 2018 (5K – 40 minutes)
- ❖ Ran the CSC Fitness Marathon on 4th February, 2018 (5K – 25 minutes). Won double medals.
- ❖ Presided as the Jury for the Debate Competition in Verve, 2018 (J. D. Birla Institute, Kolkata)
- ❖ Conducted English Training Workshop for kids (Cl. III – X), at Miraculous Academy, Kolkata

PERSONAL DOSSIER

- ❖ **Marital Status:** Married
- ❖ **Languages Known:** English, Hindi, Bengali, Telugu (partially) and French
- ❖ **Permanent Address:** 17/3, S. C. Chatterjee Lane, P. O. Salkia Dt. Howrah, West Bengal – 711106, IN
- ❖ **Delhi Address:** K – 320, Sarita Vihar, New Delhi – 110076, IN

DECLARATION

The above mentioned information is true to the best of my knowledge.

Place:

Date:

Signature: