

# **SURAVI DUTTA ROY**

**Parmanent Address:** C/O SANKAR ROY, Vill- Nazarpur,  
P.O - Kantapukur, P.S- Bagnan,  
Dist- Howrah,  
Pin- 711303.

**Present address :** c/o Uttam Kumar Roy  
Indrani Appartment  
Flat No- 2A  
Block- A (2<sup>ND</sup> Floor)  
60/A Kalinath Ghoshal Road  
Landmark – 76 Pally  
Aryadaha, Kol- 700057

**MOB:** 9474189007, 7384026820  
**Email:** suravidutta\_roy@hotmail.com

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## **Professional Experience:**

**Presently working as Guest faculty in the Dept. of Social Work (MSW), Mahishadal Girls' College, Purba Medinipur, under the affiliation of Vidhyasagar University since March 2017.**

**Worked as Contractual Full time faculty in the Dept. of Social Work (MSW), Mahishadal Girls' College, Purba Medinipur, under the affiliation of Vidhyasagar University from October 2015 to February 2017.**

- Teaching/ conducting classes.
- Coordinating Field Work/ Assisting students during Field Work.
- Establishing Network with different NGOs, VOs, Corporate houses and various Governmental organizations for field work and placement of students.
- Paper setting and evaluation jobs.
- Record Keeping, preparation of Mark sheets and other related MIS.

**Worked as Academic Counsellor of MSW( Masters in Social Work) in Netaji Subhash Open University (Siliguri study centre) since November 2012- September 2015.**

**Worked as Counsellor in the Counselling Centre run by St. John Ambulance, Siliguri from April, 2014- September 2015.**

- Psychosocial Counselling
- Legal Counselling
- Child Counselling and Counselling of Parents with regard to their children
- Counselling related to marital and family disputes
- Organizing camps
- Documentation

**Worked as 'PGT Sociology' in Siliguri Model High School (CBSE) from April, 2013 – March 2014.**

**Worked as Research/Project Assistant in NIPCCD (National Institute of Public Cooperation and Child Development, New Delhi ( July 2009 to Feb 2010).**

- Collecting data through Internet from various State Govts and creating directory of JJBs, CWCs, SJPUs and CIs under JJA Act 2006.
- Maintaining and updating the data base.
- Preparing reports of Training and Workshops.
- Reviewing the Project Proposals submitted to NCF by various NGOs for fund rising.
- Maintaining records of the proposals and establishing a MIS.

**Worked as Counsellor in Family Counselling Centre (aided by Central Social Welfare Board, Govt of India, New Delhi) under St. John ambulance, Siliguri (February 2008 till October, 2008).**

- Psychosocial Counselling
- Legal Counselling
- Child Counselling and Counselling of Parents with regard to their children
- Counselling related to marital and family disputes
- Organizing camps
- Documentation

**Worked as Counsellor in MANAS BANGLA, Siliguri (a HIV Control programme) aided by State AIDS Control Society, Kolkata (September 2006- November 2007).**

- STI Counselling
- Psychosocial Counselling
- Documentation
- Conducting GD/FGD
- Advocacy / Sensitization

**Educational Retrospect:**

EXAM	YEAR OF PASSING	BOARD /UNIVERSITY
I.C.S.E	1998	DELHI BOARD
I.S.C	2000	DELHI BOARD
B.A(SOCIOLOGY)HON	2003	N.B.U
M.S.W (MASTERS IN SOCIAL WORK)	2005	RABINDRA BHARATI UNIVERSITY (KOLKATA)

**Completed Ph.D in Sociology, under University of North Bengal, as per 2009 Ordinance.**

**Completed Course work for the same in the session 2011-12.**

**Qualified NET in Social Work in the exam held on 29<sup>th</sup> December, 2013.**

**Attended Training on:**

- Counselling
- Communication
- HIV/AIDS
- STI Management

Under West Bengal Project Support Unit on NOVEMBER 2006

**Computer Skills:**

Completed PROFFIT Course from APTECH .Conversant with MS-Office, MS-Excel, Power Point, and keyboard skill.

Diploma in computer science from Computer Science Institute (Siliguri).

**Hobbies & Area of Interest:**

Enjoy human interactions, listening to all kinds of music, surfing the internet.

**Personal Information:**

**Father's Name** Late SHIB NARAYAN DUTTA

**Date Of Birth** 6<sup>TH</sup> APRIL 1982

**Nationality** INDIAN

**Marital Status** MARRIED

**Languages Known** ENGLISH,BENGALI,HINDI

**Date:** 08/07/17

**Suravi Dutta Roy**