

SURAVI GUPTA

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CAREER OBJECTIVE

Keen to be associated with a organization which can utilize my proficiencies and can provide me opportunities for gaining experience, career development & advancement and considering my hard work and sincerity to contribute for the upbringing of the organization.

ACADEMIC QUALIFICATION

ACADEMIC CREDENTIALS				
QUALIFICATION	BOARD	INSTITUTE	YEAR OF PASSING	% MARKS / CGPA
M.A. in Labour Studies and Social Protection	-	Tata Institute of Social Sciences, Guwahati	2017	6.8
B.Com (Hons.)	Gauhati University	Royal School of Business, Guwahati	2014	7.3
Intermediate (12th)	CBSE	Delhi Public School, Guwahati	2011	86%
Matriculation (10th)	CBSE	Delhi Public School, Guwahati	2009	80.40 %

INTERNSHIP & WORK EXPERIENCE

INTERNSHIP –

- Worked with : Indian Oil Corporation Limited, Guwahati Refinery
- Duration : 2 months
- Assignment Worked upon : Field Work Report on The Compliance of Labour Laws with respect to the Factories Act 1948 and the Contract Laws and its allied laws

WORK EXPERIENCE –

- Worked with : Assam Trading Co. , Guwahati
- Period : May 2017 to April 2018 (12 months)
- Designation : General Manager
- Work & Responsibilities : Managing the day to day activities of the firm which included purchasing and selling of goods and other day to day concern of a trading firm.

DISSERTATION

- Course : M.A. in Labour Studies and Social Protection
- Title : Sharing Motherhood : A case study of Surrogate Mothers in Gurugram

- **Description** : The main objective of the study is to understand Surrogacy through the lens of work, understand surrogacy in the light of emotional labour and how it takes the surrogate mother to the stage of alienated labour. The study also enfolds other aspects relating to the labour put in by a surrogate mother and how surrogacy commodifies the reproductive abilities and the child

IT/ COMPUTER PROFICIENCY

- **Office Suit** : Working knowledge of MS-word, MS-excel & Power Point
- **Accounting Package** : Tally ERP 9
- **Familiar with Internet Operations**

CO-CURRICULAR ACTIVITIES

- Participated in two-day international conference on 'Decent Work and Sustainable Development along Rural-Urban Gradients' organized by the Labour Studies Programme in association with the International Center for Development and Decent Work (ICDD), University of Kassel, Germany held on 19-20 February 2016.
- Participated in two days seminar on 'Labour Markets in Eastern Himalayas and North East India' organized by Labour Studies Programme in association with the International Center for Development and Decent Work (ICDD), University of Kassel, Germany by which was held on 29-30 April, 2016
- Participated in the 58th Annual Conference of the Indian Society of Labour Economics (ISLE) held on 24-26 November, 2016 which was organized by the Department of Humanities and Social Sciences, IIT, Guwahati in collaboration with Tata Institute of Social Sciences (TISS), Guwahati and OKD Institute for Social Change.

EXTRA-CURRICULAR ACTIVITIES

- Completed four years of training in Bharatnatyam from Sarbabharatiya Sangeet-O-Sanskriti Parishad recognized by West Bengal State Academy of Dance, Drama, Music & Fine Arts.

PERSONAL INFORMATION

- **Date of Birth** : 19 July 1993
- **Father's Name** : Late Jitendra Gupta
- **Mother Tongue** : Hindi
- **Other Languages** : English and Assamese
- **Address** : Assam Trading Co. , Danish Road, Lakhtokia, Guwahati, Assam -781001

DECLARATION

I hereby declare that the facts given in resume are correct to the best of my knowledge and belief.

Date : 28.08.2018

Place : Guwahati