

APURBA DAS

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📍 Serampore, Hooghly, West Bengal, 712204



SUMMARY

Experienced Claim Executive and Valuer based in Kolkata. I can share and apply my ability, resourcefulness, efficiency, flexibility, innovativeness and professional work experiences towards the positive achievement of the company's corporate goals and objectives.

SKILLS

- Technical knowledge & skills in Automobile.
- Customer Handling.
- Excellent team player and good coordination skill.

EXPERIENCE

Claim Executive: Under Independent Surveyor

Kolkata, WB

July, 2021 to March, 2025

- Determines covered insurance losses by studying provisions of policy or certificate.
- Establishes proof of loss by studying documentation and assembling additional information from outside source.
- Analysis insurance claims to prevent fraud.
- Prepares reports by collecting analysis, and summarizing information.
- Maintain quality customer service by following customer service practices and responding to customer inquiries.

Claim Executive & Valuer : Magma HDI General Insurance Co. Ltd

Kolkata, WB

September, 2014 to June, 2021

Claim Executive: Reliance General Insurance Co. Ltd

Durgapur, WB

July, 2007 to August, 2014

Siliguri, WB

Body Shop Manager: Dulichand Motors Pvt. Ltd

Kolkata, WB

January, 2007 to June, 2007

Senior Service Advisor: K.B.Motors

Kolkata, WB

October, 2004 to November, 2006

Service Advisor: Longia Motors(P)

Kolkata, WB

May, 2004 to September, 2004

Supervisor: K.B.Motors

Kolkata, WB

August, 2002 to April, 2004

Technical Executive: Maruti Auto Scan

Kolkata, WB

2001 to 2002 (14 month)

Technical Executive: Bhandari Motors Pvt Ltd

Kolkata, WB

2001 (3 months)

Local Automobile Workshop

Kolkata, WB

1999 to 2001(2 years)

Computer Faculty: Bora Madhusudan High School

Bora, WB

1995 to 1996

1996 to 1999

TECHNICAL QUALIFICATION

Name	Institute	Year
AMIMI Examination	Institute of Motor Industries Chennai	2002
A.M.I.A.E Examination	Institute of Automotive Engineers Chennai	2003
Automobile Workshop Management (approved by WBSCTE)	K.B. Motors Pvt. Ltd Training Wing	2004

SPECIAL TRAINING

- Basic Training under **Standex** in Gurgaon.
- **M.P.F.I., E.G.R., A.C.** Training under TATA in **K. B. Motors**.

GENERAL QUALIFICATION

B.Sc from Calcutta University in 1991.**Higher Secondary** from West Bengal Council of Higher Secondary Education in 1989.**EXTRA QUALIFICATION**

Passed **A.P.G.D.C.I.M** (Dos, Cobol, Basic, Dbase+++, WS, Lotus1-2-3, FoxPro, Windows, C++) from
UptronAcl (U.P) in the year 1994.

Language Known: Bengali, English, Hindi.**PERSONAL DETAILS**

Date of Birth: **02/05/1970**

Marital Status: Married

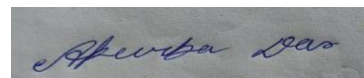
Nationality: Indian

Religion: Hinduism

Declaration:

I, here by, declare that all the information made above are true and correct to the best of my knowledge and belief.

Thanking You.

Date:**Place : Serampore**

Signature