

Kakoli Das

Interested to work and grow more with new skills

Kolkata, West Bengal 700036

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Work Experience

Administrative Co-ordinator

Kingston Educational Institute - Kolkata, West Bengal

March 2017 to August 2020

Counseling engineering and management candidates for admission.

Also performed the role of administrative coordinator as well.

Education

12th Pass

Skills / IT Skills

- Microsoft office (10+ years)
- English
- Hindi

Certifications and Licenses

12th

June 1984 to June 1986