



PRADEEPTO BISWAS

Email: pradeepto_biswas@yahoo.com | songdownlode@gmail.com | **Phone:** +91 9826017464
Address: 363 - B Block Silicon City, P.O. Rajendra Nagar, Indore, Pin: 452012

EDUCATION

DEVI AHILYA VISHWAVIDYALAYA (DAVV), INDORE

Bachelor of Laws (Hons) | Law | 2018

Master of Business Administration | Computer Management | 2008

Bachelor of Commerce | Computer Application | 2006

BOARD OF SECONDARY EDUCATION, MADHYA PRADESH

Class XII | Mathematics | 2001

Class X | All Subjects | 1999

PROFESSIONAL EXPERIENCE

NODAL OFFICER, SCHOLARSHIP & ADMINISTRATION | VIDYASAGAR COLLEGE, INDORE INDIA

August 2021-Present

- Manage all online scholarship department activities and nodal officer responsibilities.
- Oversee administration work and coordinate with government agencies.
- Handle student grievances, document processing, and digital records management.

ASSISTANT PROFESSOR & IT IN-CHARGE | AKSHAY ACADEMY COLLEGE, INDORE INDIA

June 2009-September 2020

- Served as Assistant Professor in Computer Department with IT In-Charge responsibilities
- Managed all online activities, scholarship documentation, and administrative coordination
- Developed and maintained computer lab infrastructure and digital systems
- Nodal Officer for Scholarship Department processing and government compliance

WEB DEVELOPER & SEO SPECIALIST | NEW FLIGHT SERVICES INDORE, INDIA

Aug 2008-Mar 2009

- Developed and maintained company website and web applications
- Implemented Search Engine Optimization (SEO) strategies to improve online visibility
- Managed digital marketing initiatives and web analytics

TECHNICAL SKILLS

Programming Languages

C, C++, JAVA, HTML, CSS

Operating Systems

Windows 98, Windows 2000, Windows XP, Windows 2003, Vista, Windows 2007, Windows 2010

Technical Knowledge

- Data Structures
- Database Management Systems (DBMS)
- Microsoft Office Suite

- Computer Networking
 - Web Development & Design
 - Search Engine Optimization (SEO)
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ACADEMIC PROJECTS

Encryption & Decryption of Email System

Team Size: 3

- Developed a secure email system that encrypts messages before transmission
- Implemented character-code conversion methodology for data security
- Features include encryption/decryption of emails and secure mail storage
- **Key Learnings:** Team collaboration, security protocols, unauthorized user prevention

Employee Welfare System

Team Size: 3

- Designed comprehensive employee management system with registration and leave application features
 - Implemented employee search functionality by specialization and experience
 - Developed project allocation module with timing and priority assignment
 - Features include employee information tracking, leave status monitoring, and resource management
 - **Key Learnings:** Team collaboration, employee information systems, project management
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PROFESSIONAL TRAINING

Project Training: Employee Welfare System

Organization: DACCIT PVT. LTD. (IBM Business Partner), Indore

CERTIFICATIONS & ACHIEVEMENTS

- JCHNP (Jetking Certified) - Jetking Institute, Indore
 - Project training certification in Employee Welfare System
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PERSONAL DETAILS

Date of Birth: 16 August 1983
Gender: Male
Nationality: Indian
Father's Name: Late. Shri Shibesh Biswas

Strengths:

- Risk-taking ability
- Positive thinking
- Problem-solving mindset

Interests:

- Technical innovation and research
- Exploring new technologies
- Computer networking and systems

Hobbies:

- 3D Computer Gaming
 - Listening to Music
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Declaration: I hereby declare that the information provided in this resume is true and correct to the best of my knowledge.



Place: Indore
Date: 25 August 2026