

CURRICULUM VITAE

Mr. Subhayan Chakraborty,
Panchayat Resource Development Officer (Financial Management),
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HIGHEST EDUCATIONAL DEGREE

Completed Master of Business Administration (Financial Management & Entrepreneurship Development) from the Department of Business Management, Tripura University in the year 2012 (**Gold Medalist**).

FELLOWSHIPS, CERTIFICATIONS ETC.

- Completed the India Disaster Resilience Leadership Fellowship jointly organized by the Tata Institute of Social Science - Mumbai, Institute of Human Settlements – Bangalore, The Bill & Melinda Gates Foundation – USA & The George Washington University – Washington DC, USA on October, 2019.
- Completed “Certificate in Developing Applications Using Core JAVA”, 60 hours duration with excellent grade.
- Completed “ANIIT (Software Engineering)” from NIIT, Camac Street, Kolkata with First Class

PROFESSIONAL EXPERIENCE

- Working as Panchayat Resource Development Officer (FM) in the RD (Panchayat) Department, Government of Tripura from January, 2016 to till date.
- Worked as a Guest Lecturer in the Department of Business Management, Tripura University from October, 2013 to January, 2016.
- Worked as a Visiting Faculty in the Faculty of Management Studies, ICFAI University, Tripura from January, 2015 to January, 2016.
- Worked as Capacity Building Officer in the Indo-German Cooperation Project, Tripura from June, 2013 to October, 2013.
- Worked as Resource Person in SIPARD & Swavalamban, Tripura from December, 2012 to June, 2013.
- Worked as Management Trainee in the City Star Foods & Agro Industries Pvt. Ltd., Tripura from June, 2012 to December, 2012.

KEY DELIVERABLES

- Ensuring smooth operations at all times and maintaining proper decorum & discipline by implementing & modifying the policies & procedures.
- Developing and implementing strategies / schedules and ensuring alignment with organisational objectives.
- Delivering sessions on issues like Rural Management, Panchayat System, Financial Management and e-Governance, Public Financial Management System (PFMS), Gram Panchayat Development Plan (GPDP) etc. in different forums like Tripura University, SIPARD & other training institutes etc. as an invited speaker.
- Played pivotal role in adopting and implementing new organisational domains like Public Financial Management System (PFMS), AuditOnline, e-Tendering, e-Panchayat, Mission Antyodaya, Gram Panchayat Development Plan (GPDP) etc. on behalf of RD (Panchayat) Department, Government of Tripura.
- Developing policy level documents, manuals, guidelines etc. for ensuring proper implementation in the field level on behalf of RD (Panchayat) Department, Government of Tripura.
- Played a pivotal role in monitoring and supervising the day-to-day activities related to training, administration etc. and providing the updated knowledge for increasing the capacity of Elected Representatives and Functionaries of RLBs.
- Developing training modules, training schedules, training calendars and training materials for District Level & State Level training programmes.
- Organising International Level, National Level, State level & District Level training programmes and workshops.
- Implemented numerous formats for proper organisational reporting.
- Acting as organisational guide for guiding students of different universities mostly from the Department of Business Management, Tripura University, during their summer internship training.

SKILLS

- Project Management.
- Inventory Management.
- Financial Management.
- Training Session Management.
- Managing Government Procurement.
- Curriculum Planning, session planning & implementation.
- Soft Skill Management.
- Fluent in English, Bengali & Hindi (Both Read & Write)

PROFESSIONAL ASSOCIATIONS

- Life Member of Economic Science Society of Tripura (ESSOT).

- Life Member of Tripura University Alumni Association (TUAA).

PUBLICATIONS (National)

Presented paper on “**The Concept of Service Quality Dimensions in Life Insurance Sector with Special Focus on Tripura**”, on **2 day National Seminar organised by Economic Science Society of Tripura (ESSOT)**, Dated: 23rd to 24th May, 2015 which got published in the same **national level peer reviewed journal**.

FACULTY DEVELOPMENT PROGRAM (FDP)

- Completed “**7 day Faculty Development Programme (FDP) in Business Studies**”, organised by **Department of Commerce & Department of Business Management, Tripura University** with **A grade**, Dated: 24th to 30th March 2014.
- Completed “**3 day Faculty Development Programme (FDP) in The Art of Case Teaching and Case writing**”, organised by **Faculty of Management Studies, The ICFAI University, Tripura**, Dated: 22nd to 24th December, 2014.
- Completed “**3 day Faculty Development Programme (FDP) on Thought Management & Leadership**”, organised by **Jaipur Engineering College & Research Centre, Rajasthan**, Dated: 28th to 30th September, 2020.
- Completed “**5 day Faculty Development Programme (FDP) on Pedagogical Practices of New India under National Education Policy 2020**”, organised by **Tripura University, Assam University & Manipur University**, Dated: 07th to 11th October, 2020.

TRAININGS, CONFERENCES & WORKSHOPS ORGANIZED AS COURSE CO-ORDINATOR (National & International)

- Online International Training on Learning Science & impact of e-Learning on Rural Development Trainings organized by the Panchayat Raj Training Institute, A. D. Nagar, Agartala on 24th & 25th August, 2020.
- Online International Training on Disaster Risk Resilience Leadership organized by the Panchayat Raj Training Institute, A. D. Nagar, Agartala on 24th & 25th September, 2020.

TRAININGS, CONFERENCES & WORKSHOPS ATTENDED

Trainers Development Programme: (Sponsored by DoPT or NIRDPR, Government of India)

- Completed the online training program on Certification of Master Resource Persons from 31st August, 2020 to 3rd September, 2020 with ‘A’ Grade organized by the NIRDPR, Hyderabad.
- Completed the DoPT sponsored training program on Direct Trainers Skill (DTS) from 17th March to 21st March, 2020 organised by the SIPARD, Tripura.

- Completed the DoPT sponsored training program on Experiential Learning Tools (ELT) from 3rd January to 7th January, 2017 organised by the SIPARD, Tripura.

Other Trainings, Conferences & Workshops:

- Completed two days Training of Trainers on Sustainable Development Goals organized by the SIRDPR, Guwahati, Assam & Ministry of Panchayati Raj, Government of India on 6th June & 7th June, 2017.
- Completed two days Training program on Public Financial Management System (PFMS) organized by the RTC, INGAF, Government of India, Kolkata, West Bengal on 30th November & 1st December, 2017.
- Completed one day Training program on Public Financial Management System (PFMS) organized by the RTC, INGAF, Government of India, New Delhi on 3rd April, 2018.
- Completed two days Consultative Workshop on Rastriya Gram Swaraj Abhiyan (RGSA) organized by the NIRDPR, Hyderabad & Ministry of Panchayati Raj, Government of India, at Hyderabad on 4th June & 5th June, 2018.
- Completed five days Training of Trainers on e-FMS & Public Financial Management System (PFMS) organized by the NIRDPR, Hyderabad on 18th June & 22nd June, 2018.
- Completed one day Training program on adoption of EAT Module on Public Financial Management System (PFMS) organized by the RTC, INGAF, Government of India, Kolkata, West Bengal on 28th December, 2018.
- Completed two days Training program on enabling Digital Payment in Rural India organized by the SIPARD, Tripura on 22nd February & 23rd February, 2017.
- Completed two days Workshop on Trainers Outreach Program organized by the SIPARD, Tripura on 25th August & 26th August, 2017.
- Completed one day Training program on Implementation of Comprehensive Online Modified Modules on Induction Training (COMMIT) program in Tripura during the year 2018-19 organized by the SIPARD, Tripura on 11th October, 2018.
- Completed two days National Level Consultative Workshop on Rastriya Gram Swaraj Abhiyan (RGSA) organized by the NIRDPR, Hyderabad & Ministry of Panchayati Raj, Government of India, at Bengaluru on 28th January & 29th January, 2019.
- Completed one day Training program on Adoption of Public Financial Management System (PFMS) organized by the RTC, INGAF, Government of India, New Delhi on 27th June, 2019.
- Completed International Webinar on “COVID-19 and its impact on global economy” organized by the Department of Economics & Co-operation, University of Mysore and Lead India Foundation, USA, in association with Indian Economic Association on 13th August, 2020.
- Completed International Webinar on “Effective Research Paper Writing” organized by World Virtual Conferences on 27th June, 2020.

- Completed International Webinar on “Smarter Marketing during Disrupted Environment due to Covid-19” organized by the Amity University on 14th August, 2020.
- Completed Online Webinar on “Impact of National Digital Library of India on Rural Development” organized by the NIRDPR, NERC, Guwahati on 22nd June, 2020.
- Completed three days “Online International Training on Learning Sciences and their Role in Rural Development Training” organized by the NIRDPR, NERC, Guwahati from 5th August to 7th August, 2020.
- Completed two days National level e-workshop on Performing Statistical Data Analysis using MS EXCEL organized by Dr. MGR Educational & Research Institute, Tamilnadu on 18th August & 19th August, 2020.
- Completed webinar on “Interrelationships of Research Problems, Research Questions & Reviews of Literature” organized by Chennai national Arts & Science College, Tamilnadu on 26th August, 2020.
- Completed webinar on “Demystifying Literature Review: Unleashing the power of various techniques” organized by Firoz Gandhi Institute of Engineering & Technology, Raebareli on 22nd August, 2020.
- Completed National Level Online Training Program on “Positive Work Culture” organized by Harish Chandra Mathur Rajasthan State Institute of Public Administration, Government of Rajasthan from 5th August, 2020 to 7th August, 2020.
- Completed Online Training on “Risk Reduction on COVID-19: Long Term Strategy” organized by the Haryana Institute of Rural Development, Government of Haryana on 15th June, 2020.
- Completed Online webinar on “The order of Global Business in Post Pandemic Era” organized by the Kristu Jayanti College, Bengaluru on 8th September, 2020.
- Completed Online ToT on “Institutionalization of SDGs through Panchayats to manage COVID-19 Crisis” organized by CPRDP&SSD in coordination with RD (Panchayat) Department, Government of Tripura from 15th to 18th September, 2020.
- Completed three days “Online Orientation Training Programme for implementation of Model Gram Panchayat Clusters” organized by the NIRDPR, Hyderabad from 26th August to 28th August, 2020.
- Completed One Day International Webinar on “New Trends in Organizational Behavior” organized by the Yuvakshetra Institute of Management Studies, Kerela on 22nd September, 2020.
- Completed One Day Webinar on “EdTools Empowered with Collaboration” organized by InterNations connecting global minds on 22nd September, 2020.
- Completed “4 day Online webinar programme on Applications of Open Source Technologies in Rural Development”, organized by the NIRDPR-NERC, Guwahati from 06th to 09th October, 2020.
- Completed four days Online Training of Trainers on effective utilization of 15th Finance Commission Grants organized by the NIRDPR, Hyderabad from 12th to 15th October, 2020.

- Completed “2 day Extempore Role Leadership Lab”, organised by IGDC Project, Tripura. Dated: 22nd to 23rd July, 2013.
- Completed “3 day Training Program on Integrated Farming Management”, organized by IGDC Project & RRTC Umran, Meghalaya. Dated: 2nd to 4th October, 2013.
- Completed “2 day National Workshop on Computational Information Processing”, jointly organised by The ICFAI University, Tripura and Indian Statistical Institute, Kolkata. Dated: 3rd to 4th February, 2015.

FEW INSTITUTIONAL RESEARCH STUDIES WITH ACADEMIC BODIES

- Debbarma, J., Debnath, N., Chakraborty, S., (2019) “A Study on Scope of Developing Eco-Tourism in Amarpur R.D. Block Under Gomati District, Tripura and its Impact on Socio-Economic Development of that region.”
- Laskar, Begam S., Saha, M., Chakraborty, S., (2019) “An Assessment and Analysis on Panchayat Raj Institutions & Community Based Organization (PRI-CBO) Convergence Pilot Project, Tripura Rural Livelihood Mission (TRLM) at Rural Development (Panchayat) Department, Govt of Tripura.”
- Datta, K., Saha, M., Chakraborty, S., (2019) “A study on scope of developing eco tourism in dumburnagar and its impact on socio economic development of that region.”
- Das, M., Mukherjee, D., Chakraborty, S., (2019) “A Study to Assess the Viability for Providing Assistance to the People of Gram Panchayats for establishing Custom Hiring Centre under Nalchar RD Block, Sepahijala.”
- Sharma, R., Saha, M., Chakraborty, S., (2019) “A Study to assess the current situation of various Custom Hiring Centre’s (Viable Gram Panchayat’s) under Matabari RD Block, Gomati Tripura and Jolaibari RD Block, South Tripura.”
- Karmakar, S., Saha, M., Chakraborty, S., (2019) “Assessment of Market linkages for Handloom & Handocrafts Products of Rural Areas: A Study on Tripura.”
- Paul, B., Debnath, N., Chakraborty, S., (2019) “A Gap Analysis on Mission Antyodaya Parameters and Gram Panchayat Development Plan with Special Reference to Tripura.”
- Sengupta, S., Debnath, N., Chakraborty, S., (2019) “A study on Training Needs Analysis for increasing the capacity of Ministerial Staffs under RD (Panchayat) Department, Government of Tripura.”
- Saha, S., Mukherjee, D., Chakraborty, S., (2020) “Challenges of Adopting e-Procurement over Traditional Government Procurement System: A Case Study on R.D. (Panchayat) Department, Government of Tripura.”