

DANISH FARAZ

SUMMARY

Diligent with over **8 years of experience in the field of Content developer and faculty for the Civil Services** providing professional and interpersonal services at various reputed organisation. A smart and result-oriented professional aspiring to work in a suitable assignment and motivating environment to deliver sincere & quality service in time for the progress and goodwill of an organization.

EXPERIENCE

Faculty Member and Content Developer

Academic Association | Kolkata
October 2018-Present

- Working as a Full time Proof reader of various Books for Competitive Exams such as **Scanner WBCS (Pearson Publication), General Science & Technology (Mc Graw Hill Publication), WBCS Prelims Mock test 1 to 4th Edition (MC Graw Hill Publication), WBCS Mains Mock Series (Mc Graw Hill Publication)**
- **Content developer** for a regular Mock test series for the WBCS and Other Competitive exams in various organisations.
- Faculty in the same organisation of **History** (Indian national Movement), **Indian Polity, EVS and Science & Technology.**
- Applied strong writing, editing, and proofreading abilities to each assignment to produce the best possible content.
- Performed in-depth research into topics to write clear and accurate copy.
- Edited existing content to better align with brand style guides and provided constructive feedback on content ideas to other content writers.

Faculty Member and Content Developer

West Bengal Urdu Academy | Kolkata
June 2020- Present

- Working as a Faculty of History, Economics, and Indian Polity
- Monitored student performance, attendance, providing extra support and assistance to underachievers.

Faculty Member

REBICS INSTITUTE | Howrah
May 2021- Present

- Working as a Faculty of Economics and Indian Polity
- Monitored student performance, attendance, providing extra support and assistance to underachievers.

Faculty Member

TARGET ACHIEVEMENT ZONE | Howrah
August 2021- Present

- Working as a Faculty of Economics and Indian Polity
- Identified student potential and varying learning needs to provide all students with high quality education and access to resources.



8697316101



danishfaraz806@gmail.com



Howrah711101,
West Bengal, India

PERSONAL DETAILS

- **Date of Birth:** 21/081986
- **Father's Name:** Zafar Alam
- **Nationality:** Indian
- **Gender:** Male
- **Marital Status:** Married
- **Religion:** Islam
- **Voter Id card:** APH1989417
- **Aadhar Card:**335142232853
- **PAN:** ABRPF9413G

SKILL HIGHLIGHTS

- Stiff Competition Knowledge.
- Creative in Explaining chapters
- Able to solve and Teach New Question Patterns.
- Offline + Online Teaching Experiences.
- Content Developer and Writer
- Organized multitasker
- Advisory

LANGUAGES KNOWN

- English: Read Write Speak
- Hindi: Read Write Speak
- Bengali: Read Write Speak
- Urdu: Read Write Speak
- Arabic: Read Write
- Persian: Read Write

PROFESSIONAL EFFICIENCIES

- Observation Skills.
- Student Engagement Skills.
- Strong Communication Skills with Students.
- Teaching Skills.
- Subject Matter Civil Service expertise such as WBCS, UPSC, BPSC
- Time Management Skills.

ADDITIONAL INFORMATION

Interview Faced

- West Bengal Civil Service for the Group A.
- West Bengal Forest Service
- West Bengal Group D (SSC)

Mains written

- WBCS 2016-2021
- WBFS
- NTPC Mains,
- Miscellaneous WB
- Bihar SI
- Railway Group D Preliminary qualified twice

PROFESSIONAL AFFILIATIONS

- Basic Computer Knowledge two years course IBM certificate. MS Office, MS Word, MS Excel and MS PowerPoint basic knowledge
- LIC (IRDA) training certificate and passed the online examination of LIC.

Faculty Member

FIRHAD 30 WBCS | Kolkata
August 2020- December 2022

- Worked as a faculty of Economics
- Monitored student performance, attendance, providing extra support and assistance to underachievers.

Management, Education Councilor and Faculty Member

WBMDFC Residential Coaching for Combined Competitive Exam | Kolkata
April 2022- December 2022

- Worked as a Faculty of History and Polity in a Residential Coaching backed by the WB Government
- Conducted routine teacher assessments, verifying educators followed curriculums and guidelines.
- Monitored and assessed classroom activity and educator teaching methods, ensuring teaching met curriculum requirements.
- Conducted general administration duties, including budget management and monitoring finances.
- Conducted disciplinary meetings with underachieving or failing students, providing appropriate solutions to improve student performance.

Online Faculty Member

WBMDFC Combined Competitive Exam | Kolkata
March 2019- April 2020

- Worked as an Online tutor for the Combined Competitive Exam During Lockdown

Calcutta Orphanage

WBMDFC Combined Competitive Exam | Kolkata
April 2015- May 2016

- Encouraged students to persevere with challenging tasks.
- Faculty for the Class IX and X Science.
- Prepared unit and lesson plans for courses of study, following curriculum guidelines and common core standards.
- Taught students cognitive, linguistic and emotional development to promote well-roundedness.

WBCS,SSC and Banking Mentor and Faculty

Peace Mission Institute | Kolkata
October 2015- September 2018

- Faculty and Co-ordinator
- Counsellor students working through educational, personal and behavioural problems.
- Individualised instruction and tutoring to match student knowledge and skills

EDUCATIONAL QUALIFICATION

2011
Graduate Zoology Honors
Maulana Azad College
(University of Calcutta)
Kolkata WB

- **Qualified Honors with 2nd Division (University of Calcutta)**
- **Subjects- Zoology, Chemistry, Botany, EVS**

2005
Higher Secondary
Md Jan Higher Secondary School
Board: WBCHSE
Stream – Science

- **Passed Class XII with 1st Division**

2003
Madhyamik
A.P Department Calcutta
Madrasah Alia
Board: WBBSE

- **Passed Class X with 2nd Division**

STRENGTH

- **Hard working, Honest, Sincere in my duties, Good Communication Skill**

CAREER OBJECTIVE

Seeking a full-time position as a content writer, Developer and Proof reader in a growing organisation where I can use my artistic and creative skills to work towards the organisational goals

Management and Faculty

Alhoda International (Residential) School Howrah
October 2015- September 2018

- Faculty of Science and looks after the management
- Worked closely with professors to ensure schools met academic goals and curriculum stayed appropriate.
- Conducted teacher assessments during classroom activities to determine improvement areas, training required, and strengths.
- Assisted in onboarding recruits by teaching them about company best practices, policies, and procedures.
- Oversaw and assisted in admissions processes by answering questions, conducting interviews and reviewing documentation.

**Co-Ordinator and Faculty for the WBCS
Sir Sayyed Group of School (backed by NGO) | Kolkata**
October 2015- September 2018

- Faculty of General Studies and looks after the management
- Regular meetings with Social Activists and Director of the Organisation to improve the NGO based Coaching

Team Leader in BPO (U.S Shift)
Call Tech | Howrah
March 2010 – August 2011

- My primary duties are setting team workloads, assessing employee performance, communicating goals and deadlines, and encouraging team members to do their best.
- Developed open and professional relationships with team members to facilitate effective issue resolution.
- Delivered quality service with friendly and professional demeanour.

I here by declare that all the details mentioned above are in accordance with the truth and fact as per my knowledge and I hold responsibility for the correctness of the above -mentioned particulars.

Place: Kolkata (WB)

Date:

Signature.....*Danish Faraz*.....

PUBLIC SERVICE COMMISSION, WEST BENGAL

West Bengal Civil Service (Executive) etc. Examination, 2017

Detailed Programme of Personality Test for Group – A Services & Group – B Service

Arranged according to Roll Numbers – category wise

DAY 1					
28-06-2018					
Time : 11:00 a.m.			Time : 1:30 p.m.		
Roll No.	Name	Cat	Roll No.	Name	Cat
0100014	ANIRBAN SENGUPTA	GN	0100596	PRATIMA KHATUA	GN
0100067	SHILADITYA BANERJEE	GN	0100701	SUBHADIP MITRA	GN
0100143	SUMAN MAITY	GN	0100835	RAJAGOPAL MUKHERJEE	GN
0100145	SUBHRAJIT CHOUDHURY	GN	0100987	PRITHA CHAKRABORTY	GN
0100184	ARNAB CHAKRABORTY	GN	0101018	SOMNATH BISWAS	GN
0100188	SURYA GHOSH	GN	0101058	ANINDITA PAUL	GN
0100205	SUSHRUTA GHOSH	GN	0101088	PIASHA CHAKRABORTY	GN
0100529	SUJOY GUPTA	GN			GN

DAY 2					
29-06-2018					
Time : 11:00 a.m.			Time : 1:30 p.m.		
Roll No.	Name	Cat	Roll No.	Name	Cat
0101183	PAROMITA GHOSH	GN	0101768	RITUPARNA ROY	GN
0101206	MANOBRATO DAS	GN	0101775	RIYA BOSE	GN
0101216	SOMNATH CHATTERJEE	GN	0101808	SUSMITA SAHA	GN
0101249	SOURAV GHOSH	GN	0101986	ARIJIT DWARI	GN
0101287	DEBASISH DEY	GN	0102292	TRISHANWITA PAL	GN
0101404	KALYAN LAHA	GN	0102487	RATUL BHATTACHARYYA	GN
0101576	PAMPA DUTTA	GN	0102704	SHAHANSHA JAHAN	GN
0101691	DEBASHREE DUTTA	GN			GN

DAY 3					
02-07-2018					
Time : 11:00 a.m.			Time : 1:30 p.m.		
Roll No.	Name	Cat	Roll No.	Name	Cat
0102767	RAVI KUMAR GUPTA	GN	0103346	GARGI MANDAL	GN
0102826	RAJESH DEBNATH	GN	0103520	DEBANJAN SEN	GN
0102840	GHOUSIA MUMTAZ	GN	0103577	SHRITAMA DEY	GN
0102854	AVIJIT SAMANTA	GN	0103596	KESHAB MONDAL	GN
0103130	AYAN BISWAS	GN	0103600	SUCHETA PAHARI	GN
0103135	SEKH AZHARUDDIN	GN	0103715	PARITOSH KANRAR	GN
0103263	GARIMA GHOSH	GN	0103887	UJJAL DAS	GN
0103329	DEBOPAM DAS	GN			GN

DAY 4						03-07-2018					
Time : 11:00 a.m.						Time : 1:30 p.m.					
Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat
0104147	SUMANTA DAS	GN	0104655	ARKADEEP BHATTACHARYYA	GN						
0104225	ANANYA PAUL	GN	0104726	ARINDAM SAMANTA	GN						
0104339	BISWAJIT SINGHA	GN	0104739	AMRITA CHATTOPADHYAY	GN						
0104360	SUBHASIS GHOSH	GN	0104743	ASHIM KUMAR NANDI	GN						
0104386	RAJDEEP MEHTA	GN	0104862	ZEESHAN AHMED	GN						
0104441	PREETY DUBEY	GN	0104893	CHANDRANATH KOLEY	GN						
0104514	ONKER NATH DUTTA	GN	0104973	ANKUSH DEBNATH	GN						
0104639	SHUBHAMOY BHARATI	GN									

DAY 5						04-07-2018					
Time : 11:00 a.m.						Time : 1:30 p.m.					
Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat
0105496	NILOFER YASMEEN	GN	0106158	NANDADULAL DAS	GN						
0105539	JAYA GHOSH	GN	0106172	MD ABUL BASAR MALLICK	GN						
0105589	MD JAVED ELAHI	GN	0106267	SINJINI SENGUPTA	GN						
0105701	SHREYA CHAKRABORTY	GN	0106432	SUDIPTA CHATTERJEE	GN						
0105741	SK ALIF MD SIRKAR	GN	0106505	ADITI SINGHA	GN						
0105959	KAUSIK CHATTOPADHYAY	GN	0106573	SAYANTAN DEY	GN						
0106025	PAVEL DUTTA	GN	0106791	SOURAV GHOSH	GN						
0106131	TANMOY BHATTACHARJEE	GN									

DAY 6						05-07-2018					
Time : 11:00 a.m.						Time : 1:30 p.m.					
Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat
0107000	TAMOJIT MITTRA	GN	0107630	ANASUA SENGUPTA	GN						
0107026	SARADINDU CHAKRABORTY	GN	0107701	MONAN NAYEK	GN						
0107163	KRISHANU ROY	GN	0107944	MD JAWED	GN						
0107193	JAYEETA CHOWDHURY	GN	0108188	NIRMALYA PAUL	GN						
0107240	DANISH FARAZ	GN	0108303	ANUPAM MAHATO	GN						
0107243	MD IMTEYAZ ALAM	GN	0108479	KRITI KUNDU	GN						
0107477	ARPAN LALA	GN	0108609	HARSHITA UPADHYAY	GN						
0107593	PRASENJIT DEY	GN									

DAY 7						06-07-2018					
Time : 11:00 a.m.						Time : 1:30 p.m.					
Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat	Roll No.	Name	Cat
0108759	ARKATEJ GANGULY	GN	0200116	DEBASISH KUMAR RAKSHIT	GN						
0110937	BUBAI SANTRA	GN	0200124	DIPANKAR BHATTACHARYYA	GN						
0111651	SANGHATI SEN	GN	0200142	RINI CHOUDHURY	GN						
0111783	CHITRAK BHATTACHARYA	GN	0200143	ABHIJIT KUMAR MUKHOPADHYAY	GN						
0114141	ZEESHAN KHAN	GN	0200159	SUBHAJIT MUKHERJEE	GN						
0200044	SOUVIK DUTTA	GN	0200286	TREEPARNA DAS	GN						
0200051	SAYAK DUTTA	GN	0200312	SUBHANKAR BISWAS	GN						
0200064	POULAMI CHAKRABORTY	GN									

All communications should give the Number, Date & Subject of any previous correspondence & be addressed to the Secretary, Public Service Commission, W.B.

PUBLIC SERVICE COMMISSION, WEST BENGAL

161-A, S. P. MUKHERJEE ROAD, KOLKATA – 700 026

☎: 2466-2266/0546/ 1540
Extn. : 482
Direct : 033-2465-2511
Fax : +91-33-2466-0992

From : Shri A. K. Sarkar,
Assistant Secretary,
Public Service Commission, West Bengal.



To : Shri/Smt, DANISH FARAZ
Enrolment No. PSC00125408
Roll No. 0108268

Danish faraz

Sir/Madam,

With reference to your candidature for the West Bengal Forest Service and West Bengal Subordinate Forest Service Examination, 2018, I am directed to request you to appear before the Commission for a **Personality Test** for West Bengal Subordinate Forest Service at 11.00 A.M. on the 6th January, 2020 in the Commission's office at 161A, S. P. Mukherjee Road, Kolkata – 700 026. You are requested to present yourself at the waiting room for the candidates on the 3rd floor of this office by 10:30 A.M. positively.

2. In case of appearing at the **Personality Test** the candidate must possess the minimum height and chest girth requirement as per Advt. no. 14/2018. The height and chest girth of the candidates will be checked in this office before commencement of the **Personality Test**.

3. You are requested to bring with you the following documents in original (along with attested /self attested copy) on the date of **Personality Test** for verification.

- Madhyamik or equivalent certificate/Admit card as evidence of age.
- Diploma /Certificates / Mark-sheets of all the examinations passed.
- B.C.-A (Non Creamy layer) / B.C.-B (Non Creamy layer) /S.C./S.T. / M.S.P certificates issued by competent authority as mentioned in Advertisement No. 14/2018.
- Relevant documents relating to present service, if any.
- THREE COPIES OF PASSPORT SIZE PHOTOGRAPHS IDENTICAL WITH THE ONE UPLOADED DURING ONLINE APPLICATION AND ORIGINAL OF ANY PROOF OF IDENTITY BEARING PHOTOGRAPH LIKE EPIC / AADHAR CARD / PAN CARD / DRIVING LICENSE ETC.**

If you fail to produce any of the required original certificates for verification before the **Personality Test** or if do not possess the minimum height and chest girth as specified in the Advt. No. 14/2018, you will not be interviewed by the Commission and your candidature for the aforesaid Services will liable to be cancelled by the Commission straightway. In case you do not appear at the **Personality Test**, it will be presumed that you are not interested in accepting any offer of appointment in W.B.F.S. and W.B.S.F.S.

4. No request for change of date of **Personality Test** will be entertained.

5. No traveling expenses will be paid for any journey that may be undertaken by you in this connection.

6. You are being call to the **Personality Test** provisionally subject to verification of you eligibility and suitability for the examination in all respects in terms of extent Rules issued by the Commission.

Yours Faithfully,

(A. K. Sarkar)
Assistant Secretary