



# Atif Arham

## Contact

### Address

Dhaka

### Phone

+8801834101587

### E-mail

arhamatif798@gmail.com

## Websites, Portfolios, Profiles

- Atif Arham

## Skills

- Excel Proficiencies: VLOOKUP, HLOOKUP, PivotTables, SUMIFS, COUNTIFS, Macros
- Data Analysis: Data cleaning, sorting, filtering, chart creation, reporting
- Other Tools: Google Sheets, SQL (basic), PowerPoint, MS Word
- Soft Skills: Problem-solving, teamwork, time management, attention to detail

Motivated BBA undergraduate with strong Excel and data analysis skills, seeking an internship opportunity to apply spreadsheet modeling, reporting, and problem-solving abilities to real-world business challenges. Skilled in advanced Excel functions, pivot tables, and data visualization with a keen interest in finance and business analytics.

## Education

Expected  
in 2028-05

### Bachelor of Business Administration

American International University-Bangladesh - Dhaka

- Coursework: Business management, financial accounting, principles of marketing
- GPA: 3.35

2024-01

### Higher Secondary Certificate

Cambrian College - Dhaka

GPA: 3.34

2022-01

### Secondary School Certificate

Rupnagar Adarsha uccho biddhaloya - Dhaka

GPA: 3.17

## Experience & Projects

Business Club – Finance & Analytics Projects, Analyzed student survey data using PivotTables and advanced Excel formulas, improving visualization accuracy by 15%. Managed event budget and tracked expenses in Excel, ensuring accurate financial reporting and balanced accounts., Created dashboards to monitor project progress, attendance, and resource allocation for multiple student activities., Academic Project – Market Analysis Report, Used Excel to compile and analyze data from 200+ respondents for a marketing research project., Applied functions (SUMIFS, COUNTIFS) to categorize and filter responses, presenting insights with charts and graphs.

## Personal Details

- Date of Birth: 08th July, 2003
- Marital Status: single
- Nationality: Bangladeshi
- Religion: Islam
- Sex: Male
- Father's Name: Mr. Shariful Alam
- Mother's Name: Ms. Humayera Khalida
- Blood group: A+