

## SHAJEDUL ISLAM KHANDOKER

House: E-440, Word-no: 12, Gazipur City, Gazipur  
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### CAREER OBJECTIVE:

Looking for a career where an opportunity of self-assessment & improvement in both individual & group based job that faces various critical challenges & serves the community with individual skills.

### PROFESSIONAL EXPERIENCE

#### ❖ Jr. Digital Marketing Executive

**Company Name:** EPS (Easy Payment System) Sister Concern of OSS (Optimum Solution & Service Ltd.)

**Duration:** 15<sup>th</sup> January to Continuing.

**Address:** 38, Sonargaon Janapath Road, Sector-11, Uttara, Dhaka-1230, Bangladesh

#### ❖ Digital Marketing Executive

**Company Name:** Center for International Studies - CIS

**Duration:** 1<sup>st</sup> January 2019 to 30<sup>th</sup> December 2021.

**Address:** 27, Sonargaon Janapath Road, Sector 09, Uttara, Dhaka-1230, Bangladesh

#### ❖ IT Executive

**Company Name:** Cambridge Maritime College

**Duration:** 13<sup>th</sup> January 2018 to 31<sup>th</sup> December 2018.

**Address:** H#27, Rd: 02, Sector 09, Uttara, Dhaka-1230, Bangladesh

#### ❖ Customer Service Representative

**Company Name:** Digicon Technologies Ltd

**Duration:** 5<sup>th</sup> May 2018 to 30<sup>th</sup> July 2018.

**Address:** Rajuk Trade Center, Nikunja-2, Khilkhet, Dhaka - 1229, Bangladesh.

#### ❖ Intern Web Developer

**Company Name:** Softmax Learning & Development Center .

**Duration:** 1<sup>st</sup> January 2018 to 30<sup>th</sup> April 2018.

**Address:** Sector 09, Uttara, Dhaka

### INTERPERSONAL SKILLS:

- ❖ **Digital marketing:** B2B, B2C, CPC, CPA, Keyword research (General, KGR), KPI, PPC, ROI, SMM, SEM, SERP, GDN.
- ❖ **Search Engine Optimization,** Digital marketing, Social Media Marketing, Article writing and rewriting, Content building for website, White hat SEO.
- ❖ **Computer:** Have a great command in MS Word, Power point, and Excel.
- ❖ **Customer Care:** I have a great communication skill and experience, and also have ability to handle clients in good manure and make a good relation with customers.
- ❖ **Accounts:** Accounts management, inventory management, and cost analysis skill.
- ❖ **Language:** Can read, write and speak in English and Bangla Both.

### STRENGTHS:

- ❖ **Dedicated, Hardworking, Smart Energetic.**
- ❖ Strong **Leadership** and Powerful **Management** Capability.
- ❖ Good **Communication skills, Good oral and written skills.**
- ❖ Positive Attitude & thoughtful, self-motivated.

### EDUCATIONAL QUALIFICATION:

#### **2018 BSc in Computer Science & Engineering**

International University of Business Agriculture & Technology

**CGPA:** 3.71 out of 4.00

**Major:** Software Engineering

#### **2013 Higher Secondary Certificate (H.S.C.)**

MEH Arif College

**GPA:** 5.00 out of 5.00

**Discipline:** Science.

#### **2011 Secondary School Certificate (S.S.C.)**

MEH Arif College

**GPA:** 5.00 out of 5.00

**Discipline:** Science.

### PERSONAL DETAILS:

<b>Father's Name</b>	: Ashraful Islam Khandoker
<b>Mother's Name</b>	: Shahida Akter
<b>Date of Birth</b>	: 11 <sup>th</sup> October 1996
<b>Permanent Address</b>	: House: E-440, Word-no: 12, Gazipur City, Gazipur
<b>Nationality</b>	: Bangladeshi
<b>Marital Status</b>	: Single
<b>Blood Group</b>	: B+
<b>NID</b>	: 5957483042
<b>Passport</b>	: A00014742
<b>Religion</b>	: Islam

## REFERENCES:

### **Theotonious Baroi**

Digital Marketing Manager  
Easy Payment System - EPS  
38, Sonargaon Janapath Road, Sector-11, Uttara,  
Dhaka-1230, Bangladesh  
Mobile: 01724220574

### **Ashraful Haque**

Software Engineer  
Coders Trust Bangladesh  
House# 82, Road# 19/A, Block# E,  
Banani, Dhaka-1213  
Mobile: 01716214390

*Shajedul*

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**Shajedul Islam**

## DECLARATION OF AUTHENTICITY

*I do hereby declare that all information has presented are true to my knowledge. If required & where applicable, this document can be supported by appropriate authentic certificates/papers.*