



Curriculum Vitae
Of
Md. Nazmul Hasan

187, South Manda,
Kadamali Jheelpar
Dhaka-1214

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Career Objective

To obtain a job for a suitable position in any esteem organization that offers opportunity to achieve top position of that institute through enhancement of my career. Having strong-minded to present my integrity, sincerity to the best of my ability.

What Makes Me Different

- ☐ Self-motivated, Proactive & Success oriented
- ☐ Leading Capacity and convince power
- ☐ Ability to work efficiently under pressure & fulfill deadline
- ☐ Good communication & very good team player
- ☐ Cooperative, innovative, & hardworking
- ☐ Ability to cope up with different situation

Job Experience

1. **Company:** Bengal Biscuits Ltd. **Design:** Officer(Sales Admin) **From:** 10/06/2014 **To:** till now.

Major Key responsibilities at Bengal Biscuits Ltd.

- ✓ Collection product requirement from regional sales office by software & mail.
- ✓ Distribute product all over the regional sales diput.
- ✓ Forecast production and sales as per monthly target.
- ✓ Preparing monthly and daily sales activity report.
- ✓ Distributor selection and recruit and to maintain good relation with Distributor.
- ✓ Distributor stock report summary.
- ✓ Communicate with factory to delivery product vehicle.
- ✓ Daily communicate with factory store people about store stock for delivery purpose.
- ✓ Nationwide stock monitoring.
- ✓ Audit dealer ware house as per management requirement.

Scholastic Status

Masters of Business Administration (MBA Evening)

Institute : **Jagannath University**

Major : **Finance**

CGPA : **2.98(Out of 4.00)**

Masters of Science (M.Sc)

Institute : **Jagannath University**

Major : **Statistics**

Passing Year : **2006 (Held in 2009)**

Divisions: Second Divisions

Bachelor of Science (B.Sc)

Institute :**Jagannath University**
Major :**Statistics**
Passing Year :**2005 (Held in 2007)**
Divisions: Second Divisions
Higher Secondary Certificate (H.S.C)

Institute :**Adamjee Cantonment College**
Group :**Science**
Passing Year :**2001**
Divisions: Second Division
Board :**Dhaka**
Secondary School Certificate (S.S.C)

Institute :**Motijheel Govt. Boy's High School**
Group :**Science**
Passing Year :**1998**
Divisions: First Division
Board :**Dhaka**
Computer Skill

Application Packages: Microsoft Office Package (*Microsoft Word, XL, Power Point*).
Familiar with Internet Browsing & e-mail correspondence.

Language Proficiency

- ☐ Bengali as mother Language.
- ☐ Good command in English listening, reading, writing and speaking.

Interests and Hobbies

- ☐ Traveling, Playing, Reading and Introducing new persons.
- Computer & Technology, Browsing, Group Project, Associate with people.

Personal Information

- ☐ Name : Md. Nazmul Hasan
- ☐ Father's Name : Md. Hiran Mia
- ☐ Mother's name : Shahanara Begum
- ☐ Date of Birth : January 07, 1983
- ☐ Religion : Islam
- ☐ Nationality : Bangladeshi (by Birth)
- ☐ Marital Status : Married
- ☐ Blood Group : A+
- ☐ Present Address : 187, South Manda, Madrasha road,
Kadomali Jheelpar, Dhaka-1214.
- ☐ Permanent Address : 187, South Manda, Madrasha road,
Kadomali Jheelpar, Dhaka-1214.

References:

Md. Nahiduzzaman Asst. Manager, Novartis Pharmaceuticals, Dhaka. Mob: +8801911476770	Md. Morshed Officer Dep: Share Trade PrilinkSecurities.Motijheel,Dhaka E-mail: Shahinoor28@gmail.com Mob: +8801819445550
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Declaration: I hereby declare that the above information is absolutely true and authentic and for any misinformation I will responsible for that.



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Md. Nazmul Hasan
Date: 15.01.2020