

Md. Asif Newaj

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CAREER OBJECTIVE

To reach a level of excellence in merchandising career in the platform of global RMG sector, where I can get the scope to maximize my knowledge, skills & abilities to develop my career as well as to contribute in the welfare of the organization.

PROFESSIONAL COURSE ON APPAREL MERCHANDISING

Apparel Merchandising: (Knit, Woven, and Sweater)

Course duration: 4 months (from 13th Sept 2019 to 17th Jan 2020)

Institution name: Bangladesh Garment Management Institute (BGMI)

Address: House#4, Road#12, Sector#6, Uttara, Dhaka-1230.

EXPERIENCE

Designation: Officer, Public Relations (July 2018 - continuing)

Name of the Organization: Japan Bangladesh Chamber of Commerce and Industry (JBCCI).

Description: Japan Bangladesh Chamber of Commerce and Industry is a proactive, non-government body representing many members with business interests in both Japan and Bangladesh.

Address: House # 30, (3rd Floor), Road #18, Block # A, Banani, Dhaka-1213

Weblink for the more details- www.jbccibd.com

Duties/responsibilities

- Arrangement and coordination Seminars, Networking programs, Factory visits and Board meetings.
- Membership fee collection.
- Provide information to JBCCI members of business-related.
- Circular different programs to the JBCCI members.
- Having follow-up to the members for different programs and events.
- Prepare quarterly Newsletter.

Maintain public relation with:

- Different Chambers of Commerce and Industry.
- Print and broadcast media.
- Embassy of Japan.
- Japan External Trade Organization (JETRO).
- Different government offices.

LANGUAGE EFFICIENCY AND SKILLS

- ❖ Language: Mother tongue- Bengali. Fluent in Bengali and full working knowledge in English.
- ❖ Expert in MS Office
- ❖ Excellent follow-up activities
- ❖ Easily negotiation with different kinds of peoples
- ❖ Ability to work in a team
- ❖ Properly manage difficult peoples

ACADEMIC QUALIFICATION

Exam Title	Concentration/ Major	Institute	Result CGPA/GPA	Pas. Year
Master of Business Administration (MBA)	Accounting	Daffodil International University	3.67 out of 4	2019
Bachelor of Business Administration (BBA)	Accounting	Daffodil International University	3.7 out of 4	2017
Higher Secondary Certificate (HSC)	Business Studies	Govt. Debendra College	4.5 out of 5	2012
Secondary School Certificate (SSC)	Business Studies	Baira High School	4.69 out of 5	2010

WORKSHOP, TRAINING AND INTERNSHIP

- ❖ Participated in the DIU Industry Academia Lecture 1 delivered by “Al- haj Sufi Mohammed Mizanur Rahman”, Chairman, PHP Family, held on 30th March 2016, at the Daffodil International University.
- ❖ Had successfully participated in the life success training session titled “You Born to Succeed”, jointly organized by the office of the director of students’ Affairs and Career Development Center (CDC), Daffodil International University held on 8th March 2016.
- ❖ **Internship:-** First Security Islami Bank Limited (FSIBL), from 1st May 2018 to 31st July 2018

COMPUTER TRAINING COURSE

A course had been successfully completed on **MS Word, MS Excel, and MS PowerPoint** from the “Daffodil International Professional Training Institute (DIPTI)”. The course duration was three months (from 3rd Feb 2018 to 3rd May 2018). Address: 64/6, Lake Circus, Kalabagan, Panthapath, Dhaka-1205.

PERSONAL INFORMATION

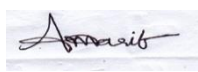
Name	Md. Asif Newaj
Father’s Name	Md. Alauddin
Mother’s Name	Morseda Begum
Permanent Address	Village: Garadia, P.O+P.S : Baira+ Singair, District: Manikganj
Date of Birth	31 st December 1994
Religion	Islam
Nationality	Bangladeshi (By birth)
National ID	2837217690
Gender	Male
Marital Status	Single

REFERENCE-1

Name: Rana Ahmed
Designation: Sr. Quality Controller
Company: Apparel & Textiles Sourcing
Address: House-51, Road-18, Sector-11, Uttara
Dhaka-1230, Bangladesh
Mobile: 01768-760310, 01822-109574
E-mail: rana@asksourcing.org

REFERENCE-2

Name: Shahriar Omar
Designation: Assistant Manager
Company: Japan Bangladesh Chamber of Commerce
and Industry
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Banani, Dhaka 1213
Mobile: 01717-305048
E-mail: info@jbcci-bd.com



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