

SAGOR SHIL

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Career Objective:

Aspiring to be the head of a world-renowned NGO working for the betterment of the poor and disadvantaged in the society and to continuously assist in the effective implementation of the organizations progress.

Employment History:

Total Year of Experience : 2.5 yrs

1. FIELD ASSISTANT (1.4 yrs)

(December, 2021 - April, 2023)

BRAC, HCMP,CP

COXS BAZAR

Area of Expertise

Community Mobilization (1.3 yrs), COMPUTER OFFICE MANAGEMENT (0.5 yr), social and leadership skills (0.3 yr)

Duties/Responsibilities

Build up the awareness of beneficiary regarding the protection and self care. Develop the capacity of Community and beneficiary Volunteer. Make sure the camp administration activities according to the project need. Participate in the refreshers training for capacity development. Prepare daily report to the relevant authority regarding center activities. Disseminate different life skill messages to the beneficiaries. Arrange monthly, quarterly meeting with community and beneficiary. Decorate center focused on beneficiary community culture. Maintain record and update daytoday status of beneficiary and center. Build positive and effective relationship with the beneficiary and community people Facilitate national and international visitors and donors for visiting purpose in the camps. Ensure the safety of team members from any harm, abuse, neglect, harassment and exploitation to achieve the programme`s goals on safeguarding implementation. Act as a key source of support, guidance and expertise on safeguarding for establishing a safe working environment Practice, promote and endorse the issues of safeguarding policy among team members and ensure the implementation of safeguarding standards in every course of action Follow the safeguarding reporting procedure in case any reportable incident takes place, encourage others to do so.

2. CDO (1.1 yrs)

(February, 2019 - February, 2020)

Center for Natural Resource Studies-CNRS(WFP PROJCT)

Cox,s Bazar, Ukhiya, Rohingya camp.

Area of Expertise

development and management (1 yr)

Duties/Responsibilities

Encourage planting.

Assist engineers in camp formation and development.

Managing and supervising the laborers.

Creating and reporting daily reports.

Pay by making labor pay slips.

Also to provide various health services and create awareness etc.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of Business Administration (BBA)	Management	National University	Appeared	2023	4 years
HSC	Business Studies	Dewanhat City Corporation College	CGPA:2.75 out of 5	2018	2 years
SSC	Business Studies	Changaon N.M.C Model High School	CGPA:3.67 out of 5	2015	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
CHILD PROTECTION IN EMERGENCY	Unintentional injuries.Displacement.Family separation. Physical violence and abuse. Sexual violence and abuse. Emotional and psychosocial distress.Gender-based violence.Child labour. Coordination. Communication and building awareness.	BRAC OFFICE	Bangladesh	Cox` s Bazar	2022	2days
Psychosocial Support	Children exposed to conflict natural disasters and other humanitarian crises can suffer severe psychological and social consequence. How psychosocial support works to avoid their mental risk and how they can be developed from that situations.	BRAC Training Center	Bangladesh	COX` S BAZAR	2022	10 days
Safeguarding And PSEA	Understand vital safeguarding terms, Listen to what people are saying, Hear audio pronunciation, Avoid confusion and stigma, Use more consistent, standard translations, Communicate more effectively with communities and their own staff, Prepare challenging conversations.	BRAC Training Center	Bangladesh	Cox's Bazar	2022	4 days
Gender Based Violence	Child marriage.Female genital mutilation.Honour killings.Trafficking for sex or slavery.Intimate partner violence.Physical punishment.Sexual emotional or psychological violence.	BRAC OFFICE	Bangladesh	COXS BAZAR	2021	3days
SOCIAL COHESION AND RESILIENCE	Prevention and the social dimensions of conflict.Participation and the meaningful engagement of children adolescents and young people.Gender equality and young womens empowerment in peacebuilding.	BRAC UNICEF.	Bangladesh	WESTERN HERITAGE COXS BAZAR	2021	5Days
Sexual Reproductive Health And Right	Children adolescents and young people in all their diversity have control of their lives and bodies and can make decisions about their sexuality free from discrimination coercion or violence. This includes whether when and with whom to have sex marry and have a child.	Social Hub in BRAC	Bangladesh	Coxs Bazar	2021	3days
Community Mobilization	Child labour.Child marriage.Child Neglect.Child Sexual Abuse.Child Exploitation.Adolescent Sexual Reproductive Health and Rights.Psychosocial Support.Gender Base Violence.Covid-19.	BRAC OFFICE	Bangladesh	Coxs Bazar	2021	3days
`U` REPORTING	U-Report is a social platform created by UNICEF available via SMS Facebook and Twitter where young people express their opinion and be positive agent of change in their communities.	Hotel Sea place in Cox` s Bazar	BANGLADESH	COX` S BAZAR	2021	3 days
LEADERSHIP	Communication. Coaching. Emotional Intelligence. Conflict resolution. Change Management. Decision Making. Collaboration. Diversity. Goal setting. Accountability. Creativity. Delegation. Critical Thinking. Innovation. Adaptability .Dedication.	Social Hub in BRAC	BANGLADESH	COXS BAZAR	2021	3 days
Computer Office Management	Ms word,Ms Excel,Ms Acces,Ms PowerPoint &Internet.	Bangladesh-Korea Technical Training Centre, Chattogram.	Bangladesh	Chattogram	2018	6(month)
Skill development for Application project	App Monetization & App Management including Marketing.	Bangladesh-Korea Technical Training Centre,Chattogram.	Bangladesh	Chattogram	2018	3(month)

Professional Qualification:

Certification	Institute	Location	From	To
Skill Development for Application Project	Bangladesh- Korea technical Training Centre, Chattogram.	Chattogram	May 1, 2018	July 31, 2018
Computer Office Management	Bangladesh- Korea Technical Training Centre, Chattogram.	Chattogram	January 1, 2018	June 30, 2018

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Expected Salary : Tk. 15000
 Preferred Job Category : NGO/Development, Data Entry/Operator/BPO, Data Entry/Computer Operator
 Preferred District : Anywhere in Bangladesh.

Specialization:

Fields of Specialization	Description
• NGO	Creativity. Interpersonal Skills. Critical Thinking. Problem Solving. Public Speaking. Customer Service Skills. Teamwork Skills. Communication.

Extra Curricular Activities:

Teamwork Dedication Time management Work ethic Self improvement Communication Leadership (if you were team captain, for example)

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium

Personal Details :

Father's Name : Bimol Shil
 Mother's Name : Chabi Shil
 Date of Birth : March 26, 1998
 Gender : Male
 Height (Meter) : 1.7272
 Weight (Kg) : 60
 Marital Status : Unmarried
 Nationality : Bangladeshi
 National Id No. : 8705030784
 Religion : Hinduism
 Permanent Address : Dorbeshkhata, Chakaria, Cox's Bazar
 Current Location : Chattogram
 Blood Group : B+

Reference (s):

	Reference: 01	Reference: 02
Name	: MD Reaz	Atiqur Rahman
Organization	: BRAC HCPM	BRAC
Designation	: HR Officer	PO-CM
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Relation	: Professional	Professional