

Rakibul Islam

Present Address: House No-81/1, Uttar seota, Manikganj.

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Career Objective: To work in a growing local or multinational organization while helping to achieve organizational as well as personal goals by applying my education, knowledge and skills.

Education:

Bachelor of Business Administration- Major in Human Resource Management

North South University

Session-2018

Semester: 10th

Cgpa: 3.13 (out of 4.00 scale)

Higher Secondary Certificate – Business Studies

Manikganj Govt. Debendra College

Passing Year: 2016

Board: Dhaka

GPA: 4.08 (out of 5.00 scale)

Secondary School Certificate –Business Studies

Manikganj Govt. High School

Passing Year: 2014

Board: Dhaka

GPA: 5.00 (out of 5.00 scale)

Core skills:

Effective Communication

Teamwork

E-mail Writing

Quick Responsiveness

Time Management

Leadership

Research

Critical Thinking

Event Management

Extra Curriculum Activities:

Organization: NSU HR Club

Duration: 2019-Present

Designation: Probationary Member, General Member and Senior Member.

Key Responsibilities:

- Volunteering “HR Calibration 3.0” (It is the first and only national competition based on HR practices, where students of different universities from various disciplines participate and get the chance to connect the theories with the corporate world.)
- Bringing sponsors for “HR Calibration 3.0”
- Participating many MDP sessions for developing analytical thinking

- Volunteering “HR Rethink”. (It is an interuniversity event where many HR professionals came to us and provided essential knowledge based on the job market in Bangladesh)

Training/ Online Certifications:

- MS Excel basics for beginners by GhoriLearning.com, Robi - Ten Minute School
- Intermediate Excel Training Program by CWKIS. (This was a 960 minutes webinar where 100+ people participated through online platform. The whole training session was conducted by Mobarak Hosen (HR Professional and Excel Trainer).
- MS Word basics by Robi - Ten Minute School, Bohubrihi.
- MS PowerPoint basics by Robi - Ten Minute School, Bohubrihi.
- Communication skills by Robi - Ten Minute School.
- Participated a workshop which was based on LinkedIn by North South University.

Language and Computer Skills:

- Language skills: Bangla (Native), English (professional proficiency).
- Computer Skills: Sound in MS Word, MS PowerPoint, MS Excel, Google sheet, Google docs.

Personal Details:

Date of Birth: 23-07-1997

Nationality: Bangladeshi

NID Number: 19995624601000035

Marital Status: Single

Permanent Address: House No-81/1, Uttar seota, Manikganj.

Reference:

Quazi Tafsirul Islam

Full Time Faculty

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