

# CURRICULUM VITAE

## Rejoan Tanjim

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### CAREER OBJECTIVE

To obtain a position with opportunities to utilize my technical, branding and marketing experiences, skill, talent, creativity, sincerity for the better achievement of the organization.

### EXPERIENCE

#### 1. BlySky international

**Position** : computer operator  
**Location** : new bus stand, Madaripur  
**Duration** : 1 year

##### Achievement:

- ✓ Internet browsing, online works.
- ✓ Sales mobile and electronics accessories.
- ✓ Photoshop and Microsoft office works.

#### 2. Freelancing at Fiverr

**Position** : video editor  
**Location** : online marketplace  
**Duration** : 1 year

##### Achievement:

- ✓ Create short video ads for my client's by using adobe premiere pro.
- ✓ Create YouTube thumbnail by using adobe Photoshop and canva.

#### 3. M. A. Khan Enterprise (Jute Rope Export company)

**Position** : Computer operator and business management  
**Location** : Charmugria, madaripur  
**Duration** : 2 years

##### Achievement:

- ✓ Daily works report managed
- ✓ Conversation with buyer

### SPECIAL QUALIFICATION/EXPERIENCE

- MS Excel, Word and PowerPoint
- Video editing, Photoshop
- Internet browsing, any type of online works
- Social media groups, pages management
- Businesses website dashboard management

## EDUCATIONAL QUALIFICATION

### **1. BACHELOR OF SCIENCE**

University : Bangladesh institute of science and technology  
(Under national university)  
Major : Computer Science and Engineering  
Passing Year : 4<sup>th</sup> Year (Final year running student)  
Result : ----

### **2. HIGHER SECONDARY SCHOOL CERTIFICATE**

Institute : Madaripur government college  
Group : Science  
Board : Dhaka  
Passing Year : 2016  
Result : 3.75

### **3. SECONDARY SCHOOL CERTIFICATE**

Institute : Charmugria merchant high school  
Group : Science  
Board : Dhaka  
Passing Year : 2014  
Result : 4.38

## PERSONAL INFORMATION

Father's Name : Mohammad Abdur Rakib Khan  
Mother's Name : Nurunnaher  
Date of Birth : 15.06.1996  
Marital Status : Single  
Religion : Islam  
Permanent Address : Pakdi, Madaripur Sadar, Madaripur , Bangladesh