

Bidhan Das (Aditto)



BIDHAN DAS

Vill: Dhour Turag, Road-10 ,
Block-F, police station-Turag,
Uttara, Dhaka 1230.
01991032659
bidhand244@gmail.com

OBJECTIVE

To become a part of reputed organization where I shall be able to work with professional groups which will mutually benefit me and the organization. By applying my working expertise, educational knowledge, & moral values I shall be able to serve the organization with integrity, loyalty and efficiency.

INTERPERSONAL SKILL

COMMUNICATION

ORGANIZATION

TEAM PLAYER

CREATIVITY

SOCIAL



EDUCATION

MASTERS OF BUSINESSADMINISTRATION (2023)

[The International University of Scholars.](#)

MAJOR: Human Resource Management
CGPA: Appeared

BACHELOR OF BUSINESSADMINISTRATION (2019)

[Shanto-Mariam University Of Creative Technology.](#)

MAJOR: MARKETING
CGPA: 3.07 on a scale of 4.00

Higher Secondary Certificate(HSC) (2014)

[Uttara Credence Collage.](#)

Group: Humanities
GPA: 3.50 on a scale of 5.00

Secondary School Certificate(SSC) (2012)

[Olympia Textile Mills High School.](#)

Group: Humanities
GPA: 3.19 on a scale of 5.00

Work history:

(Goldsands Group.)
(05 Mar, 2024 to Til now)

[Assistant manager, Sales & Marketing](#)

- Daily Corporate office visit
- Daily report by mail massaging
- Attending Meeting.
- Client visit physically.
- Monthly Sales Target Achieve

(Probashi palli group)
(1ST March 2023 to Feb, 2024)

[Assistant manager, Sales & Marketing](#)

- Daily Corporate office visit
- Attending Meeting.
- Client visit physically.
- Monthly Sales target.

((Prime Asset Group.))
(1th November 2021 to 28th February 2023)

[Sr. Executive, Sales & Marketing](#)

- Daily Corporate office visit
- Daily report by mail massaging
- Attending Meeting.
- Client visit physically.
- Monthly Sales target

(Sundarban Courier Service (Pvt) Ltd.)
(10th November 2019 to 1st Jun, 2020)
EXECUTIVE (E-COMMERCE)

- Attending meetings
- Working as a contact person and handling all queries sponsorship seeking vendors over the mail/phone.
- Call, SMS write-up & disbursement.
- Worked with customer feedback calls about Service.
- Collecting feedback card from guest & do act on that.
- Providing Decorative content ideas for E-commerce Service

Robi Axiata Limited

Jr. Executive . (December 2017- December 2018)

1. Handling valued customer's problems/queries over the phone and provide excellent customer service.
Customer feedback by calls.

INTERNSHIP (Al Arafa Islami Bank Pvt. Ltd) March-2019 To September-2019
Subject: Customer Satisfaction
Worked in Uttara Branch of "General Banking" department.

SKILLS:

Ms Word, Excel, Power point, Mail checking and replaying.

Typing 30 WPM etc.

1.Digital Marketing: 2. Data entry 3.Content Creation. 4.Communication Skills 5. Social Media. 6.Team leading. 7. Corporate sales.

REFERENCE

Mir Abdullah Shahneaz

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Signature

Bidhan Das

Date: