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.

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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)

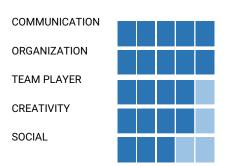
Olympia Textile Mills High

School.

Group: Humanities

GPA: 3.19 on a scale of 5.00

INTERPERSONAL SKILL



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)

(1STMarch 2023 to Feb, 2024)

Assistant manager, Sales & Marketing

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

((Prime Asset Group.)

(1thNovember 2021 to 28thFebruary 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.) (10thNovember 2019 to 1stJun, 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)
- 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: