

MD.SHABBIR HOSSAN

BBA Professional Honor's (Accounting)

Contact No: 01746747126

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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. Data Entry Operator: (March 01: 2022 - To be continuing)

Golden Harvest InfoTech Ltd (GHIT)

Department: Russia

Description:

- Typing Skills and Growth Handover
- Crating content on Microsoft Exel.
- Copy Paste Idea.
- Brief and train branding personnel.

2. UX/UI Designer: (November 12: 2020 - December 20: 2021)

Muscled Inc.

Department: UX/UI

Description:

- Coordinating team brand and communication.
- Crating content on Microsoft Exel.
- Monitor and report on effectiveness of marketing communications.
- Writing and presenting reports to senior management.

3. Ass. Manager: (March 01: 2019 – September 15: 2020)

The Sotota Refrigeration and Air-Conditioning

Department: Refrigeration and Air-Conditioning

Duties/Responsibilities:

- Coordinating team brand and communication.
- Monitor and report on effectiveness of marketing communications.
- Prepare professional branding plan and motivate branding team.
- Writing and presenting reports to senior management.
- Organizing various branding and marketing events.
- Brief and train branding personnel.

ICT QUALIFICATION

Programming Language	: Html, Css, Js and Basic Python
Software	: Photoshop, Camtasia, Illustrator, Figma, Wordpress, V.S Code
Operating System	: Windows (XP/ Windows 7,8,10) and Linux
Microsoft office package	: MS Word, MS Excel, MS PowerPoint
Internet Technologies	: SEO, SMM, Blogging
Courses	: Graphic and UI Design (UX & UI), Web Design & Development, Professional English Communication.

SHORT COURSES

Course	: WEB DESIGN & DEVELOPMENT
Module	: Html, Css, Bootstrap, Js & SEO
Course Duration	: 6 Month
Institute	: SEEP

Course	: GRAPHIC & UI DESIGN or ENGLISH COMMUNICATION
Software	: Adobe Photoshop, Illustrator, Xd & Figma
Course Duration	: 6 Month
Institute	: UY LAB
NGO	: SEIP (BASIS & WASDA)

EXTRA CURRICULAR ACTIVITIES

Citizen Journalism, Writing, Poetize, Nature Photography, Poem Recitation.

EDUCATIONAL QUALIFICATION

Bachelor of Business Administration (BBA in Professional)

University	: Dhaka Professional College (NU)
Passing Year	: Running
Result	: Running

Higher Secondary School Certificate

Institute	: Vashantek Govt. College
Board	: Dhaka Board
Passing Year	: 2021
Result	: GPA 4.50 Out of 5.00

Secondary School Certificate (Vocational)

Group	: Science
Institute	: Bangladesh German Technical Training Center
Board	: Technical
Passing Year	: 2019
Result	: GPA 4.36 Out of 5.00

LANGUAGE PROFICIENCY

Language	Reading	Writing	Listening	Speaking
Bengali	Excellent	Excellent	Excellent	Excellent
English	Excellent	Good	Good	Good

PERSONAL INFORMATION

Full name : Md. Shabbir Hossan
Father's Name : Ali Ahmed
Mother's Name : Shaheda Begum
Date of Birth : 29 Sep 2001
Marital Status : Unmarried
National Id No : 7363954848
Religion : Islam
Present Address : Mirpur, Dhaka
Permanent Address : Vill: Ekhlaspur, P.O: Ekhlaspur, Thana: Matlab, Dis: Chandpur

REFERENCE

Name:

Dis:

Company:

Cell:



Md. Shabbir Hossan