MD Shahadur Rahman



Permanent: Labli Mansion, Tower Moor, Vill: Najar Pur, Ward: 02, P/O: Din Monir Hat, P/S: Sadar, Zip

Code: 3830, Noakhali.



Email: md.shahadur.rahman@outlook.com



Contact No: +88 01620 900 900

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Career Objective

To work in the Business Sector of a different local or multinational company of Bangladesh, in its Supply Chain: Store/Warehouse, Logistics Operation Department and grow rapidly with increasing responsibilities.

Personal Details

Md. Jamal Uddin Blood Group O+Father's Name Mother's Name Shaheen Akhter Religion Islam Date of Birth 20-October-1992

Nationality Bangladeshi (by born)

Marital Status



Experiences

Officer

(Store/ Material Control

Department)

Park (Bangladesh) Company Ltd (05-01-2018 to Present)

Store/Material Control

Department

KEPZ

Reporting to: Mr. JH Kim

(Head of MCD & Purchase)

Responsibility:

- > Preparing MRR, Bin Card, Trim Card.
- > Handle Chemical & inventory as per SOP.
- ➤ Prepare **Monthly Inventory** report Category wise.
- > Every types of Material **received** as per material purchase order.
- > Prepare stock inventory, Product in, and out report.
- ➤ Maintain stock according to **FIFO**
- > GR & GI with ERP Posting.
- > Prepare Monthly stock & Weekly stock report.

Jr. Executive

(Store & Inventory)

Bangobandhu Memorial Hospital (16-01-2017 to 26-12-2017)

Store Department,

Foy's Lake, Chittagong.

Reporting to:

Mr. Ziaur Rahman

(Store-In-Charge)

Responsibility:

- Receive incoming goods.
- > **Inventory** of goods
- > Issue and dispatch
- Maintenance of stock records (Daily, Weekly, Monthly)
- Make entries **Bin** (stock) cards promptly
- Ensure that rules and regulations relating to **physical** custody and preservation of stores.



Educational Qualification

International Islamic University Chittagong (IIUC), Kumira, Chittagong.

MBA in Major: Supply Chain Management.

Graduated in 2018 with a CGPA **3.39** out of **4.00**

University of Information Technology and Sciences (UITS), Baridhara, Dhaka.

BBA in 1st Major: **Marketing**

2nd Minor: **H.R.M**

Graduated in 2016 with a 3.22 CGPA out of 4.00



Training and Workshop

- 1. Day Long Fire Safety at Park (Bangladesh) Company Ltd: The common cause of the Fire, what to do if a fire breaks out, How to use fire extinguishers, Emergency evacuation procedures.
- 2. Business Communication at UITS: Official letter, Report writing, Presentation skills, Email Communication.
- 3. HBV Prevention Program at World Vision: Control the transmission of HBV .Reduce the Mortality caused of this diseases. Provide free treatment the poor. Educate and create awareness about the mode of transmission of disease.
- 4. HIV/AIDS Prevention Program at World Vision: Identify key population at greatest risk of HIV infection .I know the importance of understanding the local context in planning prevention activities .Understand the role of specific interventions for key populations in the HIV response.

Extra-Curricular Activity

- 1. Photographer: Generous Photography
- 2. Founder: IIUC English Conversation Club
- 3. Organizer 3 days Blood Donate Campaign in South Patenga, Chittagong and Active member of CTG Blood Bank.
- **4. Volunteer** at Business Promotion Day at University of information technology and sciences (01-July-2017).
- **5. Volunteer** at 2nd Convocation University of information technology and sciences (03-April-2014).
- **6. Participating** Debate on Inter-University Competition. (02-February-2013).



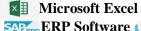
Language Proficiency

- 1. Mother Tongue: Bengali
- 2. Fluent and Full Working Knowledge: English
- 3. Good Knowledge in Hindi, Urdu language

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Computer Skills

Microsoft Word 🔼 Microsoft Power point 🔃 Microsoft Excel 💽 😥 Bangla Writing







Reference

Mr. Mamun Uddin Senior Officer MCD

Park (Bangladesh) Company Ltd

Phone: +88 0158 0128701

Mail: mamunuddin@parkcorp.com

Md Alah Uddin Assistant Professor

International Islamic University Chittagong

Phone: +88 01812 084408

Mail: mdalauddin89@yahoo.com

Signature

Date: 09-January-2021

Md Shahadur Rahman