

MD: OMAR FARUQ MOZUMDER

Contact No: 01818-676879

E-mail Id : mozumder018@gmail.com

LinkedIn Id: <https://www.linkedin.com/in/omar-faruq-mozumder>

Address: House No: 54, Road no: 9, Cosmopolitan, East Nasirabad, Chittagong.



Career Objective:

To secure an entry level position in a reputed firm by adding value through utilizing superior knowledge, interpersonal excellences & analytical skills and focus on maximizing work efficiency and optimize business profitability through hard work, innovation and adaptability.

Academic Qualifications:

Degree	Institute name	Group/Subject	Passing year	Result
MBA	University of Chittagong	Supply Chain Management	2017 Exam held in 2019	3.71
BBA	University of Chittagong	Management Studies	2016 Exam held in 2018	3.63
HSC	Govt. Hazi Mohammad Mohsin College	Business Studies	2012	5.00
SSC	Prabartak Bidyapith	Business Studies	2010	5.00

Internship & Project:

- **MBA Internship (Project Report): Company Analysis and Improvement Guidelines on GPH ISPAT LTD. (Dec 2019-Feb 2020)**
 - A strategic business report is made with General Environment and Competitive environment analysis using different powerful toolset of analytical model e.g. SWOT analysis, value chain model, PASTEL, resource based view, balance scorecard, comparative financial ratio analysis, bankruptcy tendency and intellectual capital to show the present situations and future capabilities of the company.
- **BBA Internship: Human Resource and Compliance Dept, Renown Apparels Ltd (Sep 2018-Nov 2018)**
 - Prepared employee ID cards
 - Prepared service book
 - File Management
 - Maintained compliance issues
 - Prepared Payroll and Salary sheet
 - Entry employee's data.

Extra Curricular Activities:

1. Volunteer for Bangladesh (VBD): (Core Volunteer) (May 2019- still connected)

Volunteer for Bangladesh is a nation-wide association of Volunteer Action Groups that works for the betterment of their individual communities and the nation as a whole.

- Performed responsibility in Covid19 awareness campaign and distributed food and donation to the distress people in our area.
- As a team leader an event (Superheroes of our Age) is conducted providing flowers and cards as a token of love for their contributions during the Covid19.
- Joined different awareness campaign such as “My Road My Responsibility”, “Rabies Ends Here”, “Sea Beach Cleaning Program”.

- Organized different programs of VBD like “Committee Inauguration program”, “Hridoye Ekhuse”, “Shopner Shoisob 8”.
- “Team up To Clean Up” an event is done as a Team leader in the M.A Aziz Stadium.
- Performed responsibility in “Probahoman Kaurnafully, Shomriddhoshali Chattogram : Phase (1- 5)” where major responsibility is to lead, monitor and support volunteers as a sub team leader during the event.
- Performed responsibility in “Waste to Hope” project and Awarded as “**Best Volunteer**”.
- Organized and participated in Green Wall (phase 1-4) & Green Roof (phase 4-7) projects.

2. **Member** of Management Communication Club. (2013-2016).

3. **Debater** of Chittagong University Debating Society. (2013-2014).

Training/Workshop & Certifications:

Trainings:

- **Business Process Management – 100 Hours (certified by LICT)**
Advance Excel (IF, PIVOT table, Chart, Diagram, Lookup, Subtotal, Conditional Formatting), Tally.ERP9 (Accounting, Inventory Management).
- **Soft skills – 60 Hours (certified by LICT)**
Time management, Leadership, Focus group discussion, Public speaking, Team work and analytical skills
- **The Future We Want – A day long program (Certified by ILO).**

Certifications:

- Certified by COURSERA on the “**Supply Chain Operations**” with 93% marks.
- Certified by COURSERA on the “**Goggle Sheet on businesses**” with 90% marks.
- Certified by UDEMY on the on the “**Basics of PIVOT Table**”.
- Certified by UDEMY on the on the “**Ms Excel for Data Analysis**”.

Hard Skills:

- | | | |
|---------------------------|----------------------|--------------------|
| • Microsoft Office | • Project Management | • Analytical Skill |
| • Financial data Analysis | • Report Writing | |

Soft Skills:

- | | | |
|--------------------------|-------------------|----------------|
| • Decision Making | • Open-Mindedness | • Volunteerism |
| • Emotional Intelligence | • Team work | • Agility |
| • Active Listening | • Public Speaking | |

References:

1. Dr. Mohammad Harisur Howladar
Professor, Department of Management,
 University of Chittagong
Mobile No: 01711-277296
Email: howladarmohammad@gmail.com

2. Swadip Bhattacharjee
Assistant Professor, Department of Management,
 University of Chittagong
Mobile: 01911-012575
Email: swadip_hrk@cu.ac.bd