

SAKIA ISHRAT

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My Profile

Beholding for hard and challenging job where I will have the scope to exploit my potentiality, adaptability and skill to do something different and from where I will be able to augment my knowledge.

Work Experience

- **Executive at “S.B Sourcing Bangladesh” from January 2020 till now.**
 - It's an Apparel & Fashion company. My core responsibilities are to write reports & articles, handle foreign clients, market research, handle meetings, planning strategies, etc.
- **Research Assistant at “Inspira Advisory & Consulting Ltd.” from January 2019 to December 2019.**
 - Here I got experience of Secondary Research, Collecting Data, Conducting KIIs, Report Writing and Editing, making Business Strategies etc.
 - I worked for the projects of Sesame Workshop Bangladesh, British American Tobacco Bangladesh, Wahed Tube and Metal Industries, Bandhu, National Human Resource Development Fund.

Extra-Curricular Activities and Certificates

- **Secretary in Design Section** of Junior Economists' Forum (JEF), an economics club of United International University.
- Served in UIU Social Services Club (UIU SSC).
- Served as a volunteer of “**Inter University Essay Competition 2017**”.
- Participation as manager in the workshop titled “**Research Methodology**” supported by **Power and Participation Centre (PPRC)**.
- Successfully completed the South Asian Network on Economic Model (SANEM) capacity building workshop on “**Career Options for Economics Graduates**”.
- Recognized by the Certificate for attending “**EconProdigy 2015**” as a Delegate organized by “**Young Economists' Forum (NSU YEF)**”.
- Got the certificate of participation in the “**International Conference on Sustainable Development- 2017**”.
- Got the certificate as Organizer for one of the biggest events of UIU, an inter-university economics competition – **Econthon 2018**.
- Enjoyed **UIU Academic Scholarship** on tuition fee 25% nine times, 100% one times, 50% two times.

Personal Skills

- **Computer Skills:** Word, Excel & PowerPoint. Basic knowledge on photo editing.
- **Language Proficiency:**
 - Have strong command over English and Bengali in reading, writing and speaking.
 - Obtained 6.5 in **IELTS**.
- **Strengths:** Self- dependent, sincere & highly motivated. High commitment sense. Can perform teamwork. Better in pressurized situation.
- **Professional Skills:**

✓ Preparing Pitch Deck Presentation	✓ Planning Market Strategies
✓ Client Handling	✓ Quick Decision Making
✓ Conducting Meetings	✓ Leading a Team
✓ Project Management	✓ Report Writing
- **Hobbies:** Painting, Photography, Cooking, Watching Series and Travelling.

Academic Qualifications

- **Master of Business Administration**
BRAC University
CGPA- 4.00 out of 4.00 (Current semester)
Year- 2020-2022
- **Bachelor of Science in “Economics”**
United International University
CGPA- 3.41 out of 4.00
Passing Year- Fall 2018
- **Higher Secondary Certificate (HSC)**
Dhaka City College
Concern: Science
GPA: 5.00
Passing Year: 2014

References

Mohammed Salman Rahman

Partner

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Arpana Awwal

Associate Professor (English dept.)

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