

# Curriculum Vitae

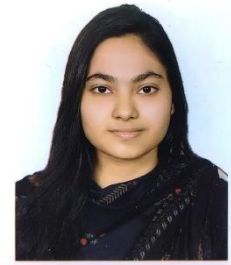
Shamema Akter Mim

House #720, Lan# 4

Purbanchol, Alir More, North Badda

Contact no- 01728898398

E-mail: shamimaaktermim879@gmail.com



## Career Objective

To secure a challenging position in a dynamic organization where I can utilize my skills, knowledge, and experience to contribute to the company's growth while continuously developing myself professionally. I aim to leverage my strong communication and problem-solving abilities to effectively collaborate with a diverse team and achieve collective goals. By staying adaptable and proactive in a fast-paced environment, I strive to make a positive impact and advance both personally and within the organization.

## Strength

- Strong Communication Skills: I possess excellent verbal and written communication skills, enabling me to effectively convey information, collaborate with team members, and build positive relationships with clients and stakeholders.
- Problem-solving Abilities: I have a natural aptitude for identifying and analyzing problems, and I am skilled at developing creative and practical solutions.
- Adaptability: I thrive in dynamic environments and easily adapt to changes and new technologies.
- Teamwork and Collaboration: I am a team player who actively contributes to the collective success. I work well with diverse groups of individuals, respect differing perspectives, and foster a supportive and inclusive work environment.
- Organizational Skills: I am highly organized and detail-oriented, which allows me to effectively manage multiple tasks and meet deadlines.
- Leadership Abilities: I possess strong leadership qualities, inspiring and motivating others to achieve their best. I am able to delegate tasks, provide guidance and constructive feedback.

## Academic Information

### Honors in Bachelor of Business Administration (Running)

Institute Name : Siddeswari College

Department : Management

Result : N/A

Board : Dhaka  
Year Of Passing : Running

### **Higher Secondary Certificate (HSC)**

Institute Name : Government Kalachandpur High School & College  
Group : Humanities  
Result : GPA 5.00 (out of 5.00)  
Board : Dhaka  
Year Of Passing : 2020

### **Secondary School Certificate (SSC)**

Institute Name : Badda Alatunnessa Higher Secondary School  
Group : Business Studies  
Result : GPA 4.83 (out of 5.00)  
Board : Dhaka  
Year Of Passing : 2018

## **Language Skill**

Fluent in Bangla, conversational in Bangla, also have basic knowledge of English, strong reading and comprehension skills, proficient in writing, translation abilities, and relevant language proficiency certifications.

## **Interest**

- Reading Noble
- Reding Comic
- Listening Music & Travelling
- Sports

## Personal Information

Name : Shamema Akter Mim  
Father's Name : (Late) Mahmudul Hasan  
Mother's Name : Mahmuda Hasan  
Permanent Address : House #720, Lan# 4, Purbanchol, Alir More North Badda  
Present Address : House #720, Lan# 4, Purbanchol, Alir More North Badda  
Date Of Birth : 20-08-2003  
Nationality : Bangladeshi  
Gender : Female  
Marital Status : Unmarried  
Height : 4'8''  
Blood Group : B+(Positive)

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**Signature & Date**