

MD Shahin Alam

Char Chara Bari, Ramnagor, Nilphamari

Nilphamari, 5350

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## Objective

A highly skilled and experienced professional with over a decade of expertise in project management, business strategy, and team leadership. Known for exceptional problem-solving abilities and a proven track record of delivering results under pressure. Passionate about driving innovation and fostering collaborative environments.

## Education

Bachelor of B.A

University name : Nilphamari

Department name : B.A

Session : 2019-2022

Higher School Certificate Examination (H.S.C)

Institution name : Chaderhat degree College

Board : Dinajpur

Group : humanities

Result : 3.08(out of 5.00)

Passing Year : 2019

Secondary School Certificate Examination (S.S.C)

Institution name : char char Bari High School, Nilphamari

Group : Humanities

Result : 3.36(out of 5.00)

Passing Year : 2017

## Training

Computer Fundamentals and Office Applications Training

Organized by Bangladesh Computer Council and Center for Digital Transformation (CDT), Begum Rokeya University, Rangpur

Funded by Enhancing Digital Government & Economy (EDGE) Project

Year of Completion - 2025

Gained proficiency in basic computer operations and Microsoft Office applications.

Hands-on experience with tools like Word, Excel, PowerPoint, and others.

Learned essential skills for digital government services and economic applications.

## Technical Skills

Office Applications: Microsoft Word, Excel, PowerPoint

Computer Fundamentals: Hardware and software basics, troubleshooting

Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

Basic computer troubleshooting

Understanding of digital government services

Strong attention to detail and organizational skills

Excellent communication and teamwork abilities

## Projects:

### Academic Marksheet

I make an academic mark-sheet using MS Office 2016.

### Biography Presentation

I make a biography presentation using MS Office PowerPoint 2016

## Certifications

Computer Fundamentals and Office Applications Training

## Languages

English (Fluent)

Bangla (Fluent)

## References

Reference: 01

Name - Md Yousuf Ali

Organization - Nilphamari Govt College

Designation - Lecturer Of ICT

Reference: 02

Name - Md. Jahangir Alam

Organization - Nilphamari Govt College

Designation - Associate Professor Of Chemistry