

# Curriculum Vitae of Md. Habibur Rahman



## Mailing Address:

engr.habib1994@gmail.com

Cell: 01873442929


## Career Objective :

To get a challenging job, where I want to utilize all of my knowledge, skill and experience of your esteemed organization to achieve your expected goal.

## Experience in Details :

1. Current job	Organization Name	:	Navana CNG Limited. A sister concern of Navana Group)
	Department	:	Station (Technical)
	Position	:	Station In-Charge.
	Duration	:	05 -10- 2014 to till now.
	Job location	:	Voirab, Kishorganj.

## Industrial Attachment

 Bangladesh Machine Tools factory from 6 months, Joydebpur, Gazipur
---

## Academic Records :

BSC-in Engineering	University		Sonargoan University of Bangladesh
	Passing Year		2022
	Results		Appeared
	Department		Mechanical Engineering

<b>Diploma-In Engineering</b>	Institute	Barisal Polytechnic Institute
	Passing Year	2014
	Results	3.56 out of 4.00
	Department	Mechanical Technology
	Board	BTEB
<b>Secondary School Certificate</b>	Institute	Tatul Baria Islamia High School
	Passing Year	2009
	Results	4.69 out of 5.00
	Group	Business Studies
	Board	Barisal

### Computer Literacy :

<b>Computer</b>	✍ Application Software: MS Word, MS Excel, MS Power point, Internet etc
<b>Language</b>	✍ English: Fluent speaking, Reading & Writing.
	✍ Bangle: Mother language.

### Job Responsibility:

01. Ensure Monitor Supervisor and Technician.
02. Always counseling and building good relationship with clients.
03. Responsible to maintain and monitor full face Gas pump station.
04. Ensuring increase in sales volume and increase in number of clients.
05. Prepare Daily Shift wise sales Report & submit to the authority.
06. Responsible for spare parts stock update report.
07. Ensure proper monitoring follow up routine for schedule maintenance, including breakdown maintenance, preventive maintenance etc.
08. Responsible for periodic schedule maintenance of all machines equipment of the cng station.
09. Compressor machine & Generator running log sheet update report & submit management.
10. Better Communication skill.

<b>Self Assessment</b>	✍ Strong analytical, Inter Personal, team working skills
	✍ Optimistic, confident and friendly as a person.
	✍ Ability to work under pressure and ready to meet the challenge.
	Have strong commitment and understanding of gender quality issues.

<b>Personal Information</b>	Father's Name	:	A. Mannan Fakir
	Mother's Name	:	Mst. Ranu Begum
	Date of birth	:	01 September 1994
	Religion	:	Islam

	Marital Status	:	Married
	Nationality	:	Bangladeshi
	Permanent address	:	Village: Tatul Baria, Post Office: Hodua, Police Station: Nalcity, District: : Jhalakathi

	<b>Md. Kabir Hossain.</b> <b>Production Manager.</b> <b>Meghna Group of Industries.</b> <b>Sonargaon, Narayanganj.</b> <b>Cell : 01894887954.</b>	<b>Md. Saiful Islam.</b> <b>Operation Manager</b> <b>Akij polymer Limited.</b> <b>Manikganj, Dhaka.</b> <b>Cell : 01725046048.</b>
<b>Reference</b>		

I am undersigned, hereby declare that I will be responsible for any wrong information provide here.

.....  
Md. Habibur Rahman