

NIGAR SHOLTANA NIPA

Mailing Address:

Besides Awami League Office,
Burichong 3500
Cumilla, Bangladesh.
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⇒ Career Objective:

I want to pursue a challenging career in a Dynamic Organization to engage myself in outstanding & mind-blowing works with my sincere and honest effort, where I will be able to utilize my skills and expertise which will ultimately correlate with the job satisfaction and boost up the Organizational development

⇒ Educational Qualification:

- ❑ **B.Sc in Mechanical Engineering.** from Shonargaon University of Bangladesh, Year of passing 2017-2020, Result: **CGPA-2.97 (Out of 4)**
- ❑ **Diploma in Power Engineering.** from Comilla Polytechnic Institute, Year of Passing 2017, under Technical Board Dhaka, Result: **CGPA 3.09**
- ❑ **S.S.C. Vocational (Computer)** from Fazlur Rahman Memorial College of Technology, Burichong, Comilla. Year of Passing 2012, under Technical Board Dhaka, Result: **CGPA 4.85.**

⇒ Employment Record : (Working Experience)

Company	:	Abul Khair Steel Products Ltd(AKS)
Position	:	Shift Incharge (Power & Mechanical)
Duration	:	08th May '2022 to till now.
Company	:	Comilla Private Polytechnic Institute
Position	:	Junior Instructor, Mechanical
Duration	:	6th December '2021 to 01th May '2022
Company	:	Vehicle Solution
Position	:	SAE Document Controller (P&M)
Duration	:	10th June '2018 to 20th December '2018
Duties/Responsibilities	:	To Maintain all Official documents of P&M.

⇒ Training:

Computer Skills:

- ❑ Microsoft Office Application Software [MS-Word, MS-Excel, MS-Access, MS-PowerPoint]
- ❑ Internet Browsing & Chatting, e-mail.
- ❑ Knowledge of Operating System.

Industrial Training:

- ❑ Vehicle Solution with power Generator solution 3 (Three) Month Training.

⇒ **Language Proficiency:**

Spoken and Written Communication skill in both English and Bengali are considered good.

⇒ **Interests & Hobby:**

Movies, Music, reading books, Cycling, To Play Various indoor and Outdoor Games.

⇒ **Personal Information:**

Father's Name	:	Abdus Samad.
Mother's Name	:	Rabiya Begum
Permanent Address	:	Vill: Jogotpur , P.O: Madrasha Jogotpur, P.S: Burichong, Dist.: Comilla.
Date of Birth	:	28 th December, 1996.
Religion	:	Islam
Nationality	:	Bangladeshi (by birth)
National ID No.	:	6866881581
Marital status	:	Unmarried
Blood Group	:	B ⁺
Height	:	5'-2"

⇒ **Reference by**

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