

# Sabiha Naznin

 Dhaka,Bangladesh

 01993578455

 sabihanznin777@gmail.com



## PROFILE

As a motivated BBA and MBA student aspiring to build a career in teaching and education. Skilled in communication and eager to learn and experience classroom assistance, student engagement with a caring and responsible attitude. Interest in teaching, maintaining a positive learning environment, and helping students achieve their academic goals while gaining practical teaching experience.

## SKILLS

- Effective Communication
- Team Work
- Leadership
- Managerial Skill
- Analytical Skill
- Presentation Skill
- Critical Thinking

## SPECIAL QUALIFICATION

### SOFT SKILLS

- ✓ Time management, Team player, Fast learner
- ✓ Public Speaking, Very fluent at speaking English, Excellent interpersonal skills, Professional telephone manner, Good communication & listening skills
- ✓ Good problem solver, Strong attention to detail and a completer finisher, Positive 'can do' approach, Cheerful, friendly person

### Social Links

Linkedin: <https://www.linkedin.com/in/sabiha-naznin->

Here, I declared that the above information in my CV is correctly described which are true and updated to the best of my knowledge and belief.

## WORK EXPERIENCE

- Internship at Karatoa Tours & Travels, Bogura. (2024 February-April)
- BrandTECH (Front Desk Office Manager) (October 2024-June 2025)
- Former columnist & content writer at "The Daily Ittefaq"

## EDUCATION

- BBA(Tourism and Hospitality Management)-2024 IU,kushtia,Bangladesh
- MBA(Tourism and Hospitality Management)-2024/2025 IU,kushtia,Bangladesh
- HSC- 2018 ( 4.58/5.00 ) BIAM Model School & College,Bogura
- SSC-2016 ( 5.00/5.00 ) BIAMModel School & College,Bogura

## TECHNICAL SKILL

- MS Office ( Word, Excel, Powerpoint )

## LANGUAGES

- Bangla & English ( Listening& Speaking)