

# CHAND SULTANA

## Mailing Address:

House #25, Road #05, Block #E,

Banasree, Rampura, Dhaka-1219

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## CAREER OBJECTIVE

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To obtain a suitable job position in a reputed organization where nice working environment and decision making opportunities will enable me to contribute my best efforts for the organization and attaining higher career building opportunities may be assured.

## EXPERIENCE

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1. Worked at Student Educare School as an Assistant Teacher
2. Works at Light Fair School as an Assistant Teacher (2019 to Till Now)

## ACADEMIC BACKGROUND

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### ✓ M.B.S

Institute : Govt. Titumir College, Dhaka

Group : Business Studies

GPA : Second Class

Year : 2006

Board : National University

### ✓ B.Com

Institute : Tongi Govt. College, Gazipur

Group : Business Studies

GPA : Second Class

Year : 2005

Board : National University

### ✓ H.S.C

Institute : Badda Alatunnessa Uchcha Madhyamic Bidhyalaya

Group : Business Studies

GPA : 1<sup>st</sup> Division

Year : 2001

Board : Dhaka

### ✓ S.S.C

Institute : Phultala Govt. Secondary School

Group : Humanities

GPA : 2<sup>nd</sup> Division

Year : 1999

Board : Jessore

## COMPUTER SKILLS

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- ✓ Microsoft Office: MS Word, MS Excel, MS Power Point.
- ✓ Internet browsing

## PERSONAL DETAILS

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|                   |                   |            |
|-------------------|-------------------|------------|
| Father's Name     | : Md. Skendar Ali |            |
| Mother's Name     | : Mst. Afroza     |            |
| Permanent Address | : Village         | - Alka     |
|                   | Post Office       | - Phultala |
|                   | Police Station    | - Phultala |
|                   | District          | - Khulna   |
| Date of Birth     | : 06/12/1982      |            |
| Gender            | : Female          |            |
| Marital Status    | : Married         |            |
| Nationality       | : Bangladeshi     |            |
| Religion          | : Islam           |            |
| Blood Group       | : AB (+ve)        |            |
| NID No            | : 4174375206      |            |

## LANGUAGE SKILLS

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- ✓ Excellent verbal & written communication in mother tongue (Bangla)
- ✓ Good verbal & written communication in English language.

## INTEREST

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- ✓ Computer: Movie, Hangout With Friend, Gardening, Cooking, Traveling

## Personal Skills

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- ✓ Ability to work under pressure and Positive attitude.
- ✓ Ability to adopt in any environment.
- ✓ Working hard with logical thinking & environment.
- ✓ Self-Motivated.
- ✓ Popular among Friend.

Date:

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Applicant's Signature