

RESUME

OF

JANNAT AKTER



Address: House: 228, South Goran, Khilgaon, Dhaka-1219 Mobile: 01777639909,
Email: amollah292@gmail.com

Career Objective:

To contribute to a responsible administrative role by applying my knowledge, intellect, and experience to benefit an organization deeply connected to society, with the aim of creating a brighter future and advancing my professional career.

Educational Qualification:

Bachelor of Business Administration (BBA)

Institute Name	:	Siddeshwari Girls College
Result	:	C.G.P.A - 2.67 (1 st year)
Department	:	Management
Year	:	2 nd year running

Higher Secondary Certificate (H.S.C)

Institute Name	:	Shiddeswari Grils collage
Result	:	G.P.A - 3.92
Group	:	Business Studies
Board	:	Dhaka
Year of Completion	:	2023

Secondary School Certificate (S.S.C)

Institute Name	:	Khilgaon Laboratory School & Collage
Result	:	G.P.A - 4.28
Group	:	Business Studies
Board	:	Dhaka
Year of Completion	:	2021

Experience:

- Organization : Miftahul Jannat Mohila Madrasa, Bhuiyan Para.
- Designation : Teacher (Bangla Medium)
- Duration : 7 month

Skills:

Microsoft Word, Excel, Power point, E-mail.

Personal Information:

Name	: Jannat Akter.
Father's Name	: Md. Alam Molla.
Mother's Name	: Mst. Salma Akter.
Present Address	: House: 228, South Goran, Khilgaon, Dhaka-1219.
Permanent Address	: Vill- Char Choygaon, P.O- Harinathpur P.S-Hijla, Dist- Barisal.
Nationality	: Bangladeshi (By Birth)
Religion	: Islam
Marital Status	: Married
Date of Birth	: 21-10-2004
Gender	: Female
Height	: 5 Feet 3 Ins.
Weight	: 47 kg

Declaration:

I hereby affirm that the information provided above is accurate and truthful to the best of my knowledge and belief

Jannat Akter

Date: