

# RESUME OF Debajyoti Chakraborty



## Mailing Address:

Debajyoti Chakraborty  
112/1B Sabujbagh 2<sup>nd</sup> Lane, Bashabo,  
Dhaka-1214.

## Contact Number:

Mobile: +8801909888071  
Email:chakrabortydebajyoti473@gmail.com

## CAREER OBJECTIVES

A highly motivated and articulate communicator with a strong academic foundation in English and practical experience in teaching, documentation, and stakeholder interaction. Currently advancing UI/UX design skills at Bdcalling IT Ltd. Proven ability in professional email communication, task coordination, and maintaining clear, effective collaboration with clients and cross-functional teams.

## EDUCATIONAL QUALIFICATION

### *Master of Arts (MA)*

- ▶ Institution : The Millennium University
- ▶ Department : English
- ▶ Year of Passing : 2025
- ▶ Result : **3.19**

### *Bachelor of Arts (BA)*

- ▶ Institution : The Millennium University
- ▶ Department : English
- ▶ Year of Passing : 2024
- ▶ Result : **3.48**

### *Higher Secondary Certificate (HSC)*

- ▶ Institution : Future Commerce College
- ▶ Group : Business Studies
- ▶ Year of Passing : 2019
- ▶ Result : **4.17**
- ▶ Board : Dhaka

### *Secondary School Certificate (SSC)*

- ▶ Institution : Dharmarajika High School
- ▶ Group : Business Studies
- ▶ Year of Passing : 2017
- ▶ Result : **4.50**
- ▶ Board : Dhaka

## Work Experience

- 1) **Sunrise Autism Care & Therapy Centre**  
Position: Special Educator  
Duration: 6 months
- 2) **Creation Academic Care**  
Position: Teacher  
Duration: 1 year (Currently Working)
- 3) **Cares Bangladesh**  
Position: Teacher  
Duration: 6 months
- 4) **. Join Venture AI**  
Position: Foreign Communication Executive  
Duration: 2 months (Currently Working)

## CORE COMPETENCIES

- Professional English Communication
- Email Handling, Reporting & Documentation
- Task Coordination & Problem-Solving
- Fast Typing (English & Bangla)
- MS Word, Excel & PowerPoint
- Online Research & Data Management
- Basic Graphic Design
- UI/UX Design (Learning)

## COMPUTER SKILLS

Microsoft Office Suite: Proficient in MS Word, Excel and PowerPoint.  
Internet: Internet Browsing & Communication.  
Also have an excellent typing speed in both English & Bangla.

## STRENGTH & OTHER QUALITIES

1. Former Flute Student at Bangladesh Shilpakala Academy.
2. Member of Prominent Group theatre Aranyak Natyadal.
3. Former Student of Prachyanat School of Acting & Design -37 Batch.
4. Voice artist of Audio book youtube channel 'Keccha'.
5. Student of Chhayanaut Songit Biddayaton.
6. Founder Member of Bangladesh Bansuri Foundation.
7. Former Student of Graphic Design of UY Lab.

## LANGUAGE AND COMMUNICATION EFFICIENCY

Good command over reading, writing, listening and speaking in both English & Bangla.

## PERSONAL DETAILS

Name	:	Debajyoti Chakraborty
Father's Name	:	Uttam Kumar Chakraborty
Mother's Name	:	Labonna Chakraborty
Permanent Address	:	Village - Nagarpur PO - Nagarpur PS - Nagarpur, District: Tangail.
Date of Birth	:	27th Jun 2001
Marital Status	:	Single
Sex	:	Male
Religion	:	Hindu
Nationality	:	Bangladeshi (by born)
Home District	:	Tangail

## Declaration of Authenticity

I declare hereby that all information I have presented so far are true to my knowledge. If required and where applicable, this document can be supported by authentic certificates/papers.

Debajyoti

Signature

