

# RESUME



## MD. MONIRUZZAMAN

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01870-503456

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### Career Objective:

Motivated and detail-oriented professional seeking a challenging position to utilize my skills and contribute to the success of the organization. Committed to continuous learning and professional growth.



### Duties/Responsibilities:

- Assisting The Customer.
- Ensure Proper Visualized Display.
- Participating In Inventory Management .
- Work As A Team To Increase Total Sales.
- Ensure Standards For Quality & Customer Service.
- Respond To Customer Complaints And Comments.



### Skills :

- Well Computer knowledge
- MS Word
- MS Power Point
- MS Excel
- Management Skills
- Creativity
- Leadership



### Language Proficiency :

- **BANGLA:** Reading, Writing , Speaking is very well.
- **ENGLISH:** Reading , Writing is very well and Speaking medium .



### Academic Qualification :

#### • Master's of Science (M.Sc.):

Department of Geography And Environment  
University of Dhaka

Affiliated Seven College (Dhaka College)

Session : 20232 - 2024

CGPA : Appear

Passing Year : 2024

#### • Bachelor of Science (B.Sc.):

Department of Geography And Environment  
University of Dhaka

Affiliated Seven College (Dhaka College)

Session : 2019 - 20

CGPA : 3.34

Passing Year : 2023

#### • Higher Secondary School (HSC):

Rangpur Government College, Rangpur

Group : Science

GPA : 4.42

Passing Year : 2019

#### • Secondary School Certificate (SSC):

Kaliganj H. A. High School, Kurigram

Group : Science

GPA : 5.00

Passing Year : 2016



### Professional experience:

#### • Udvas Coaching Center

(Co- operator & Invigilator)

01/05/2023 To 2/03/2024 From

Science Lab Branch



### reference:

#### • Md. Tofazzal Hossen

Banker

Gameen Bank

Pirganj, Rangpur

+880 1713-723899

#### • Naila Akhter

Professor

Department of Geography and Environment

Dhaka College, Dhaka

+880 1927-560116

- I hereby assure you that all the information supplied in this curriculum vitae is true, and if any inconsistency is found then you have the right to reject it.