



CURRICULUM VITAE



Popy Sultana

Current Address:

Bismillah Tower, House-8/P/10, Road-02, Ward-74
Nandipara, Khilgaon, Dhaka- 1219.

Permanent Address:

Vill.-Purba Char Elisha, P.O: Elisharhat,
P.S: Bhola Sadar, Dist: Bhola.

Phone: +8801615552866
E-mail: abusayed@gmail.com

Objective:

To work in a challenging and dynamic position at Global Standard Organization with a vision of dedication, where job satisfaction and career building could be achieved through hard work and effort.

Key Qualities:

- Strong educational background.
- Strong technical knowledge.
- Strong analytical ability.
- Good sense of responsibility and reasoning.

Education:

Masters of Business Administration (MBA)

Institution : Khilgaon Model College
University : National University
Major : Management
Passing Year : 2014
Result : CGPA: 3.16 (Out of 4.00)

Bachelor of Business Administration (BBA)

Institution : Siddheswari Girls College
University : National University
Major : Management
Passing Year : 2013
Result : CGPA: 2.60 (Out of 4.00)

Higher Secondary Certificate (H.S.C)

College : Siddheswari Girls College
Board : Dhaka
Group : Business Studies
Passing Year : 2009
Result : GPA: 3.80 (Out of 5.00)

Secondary School Certificate (S.S.C)

School : Khilgaon Girls School & College
Board : Dhaka
Group : Business Studies
Passing Year : 2007
Result : GPA: 3.69 (Out of 5.00)

Language Proficiency:

| Language | Writing | Reading | Speaking | Understanding |
|-----------------|----------------|----------------|-----------------|----------------------|
| Bengali | Excellent | Excellent | Excellent | Excellent |
| English | Good | Excellent | Good | Excellent |

Computer Literacy

MS Word, MS Excel, Power Point, E-mail & Internet Browsing Programme.

Interest:

- Creative working in multicultural environment
- Get acquainted with various people
- Traveling.

Personal Details :

| | | |
|--------------------|---|-------------------------|
| Name | : | Popy Sultana |
| Father's Name | : | Md. Helal Uddin |
| Mother's Name | : | Sahanaz Parvin |
| Date of Birth | : | 04 November, 1992 |
| Marital Status | : | Married. |
| Religion | : | Islam (Sunni). |
| Nationality | : | Bangladeshi (by Birth). |
| National ID Number | : | 6438834357 |
| Blood Group | : | O+ |

Experience :

| | | |
|-------------|---|------------------------------|
| Name | : | IQRA BANGLADESH SCHOL |
| Designation | : | Assistant Teacher |
| Duration | : | 3 years |

Declaration :

"I do hereby declare and certify that all information stated above is true and complete to the best of my knowledge and belief".

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Popy Sultana

Date:.....