

# 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 Shilpkala 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
Martial 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

