**RESUME**

**OF**

**Md. Mahabubul Islam**

257/A, East Nakhal Para,

Tejgaon, Dhaka-1215.

Mobile No: +881979743989

# Career objective

To work as a professional Business Administrator in a reputed organization for a Successful Career in dynamic and professional environment.

# Academic Certification

Name of Exam **:** Higher Secondary Certificate

Institute **:** Sher e Bangla Nagar Govt. Boys

Group **:** Business Studies

GPA **:** 4.17

Passing Year **:** 2022

Board **:** Dhaka

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Name of Exam **: Secondary School Certificate (SSC)**

Institute **:** Nakhalpara Hossain Ali High School

Group **:** Science

GPA **:** 4.83

Passing Year **:** 2020

Board **:** Dhaka

# Language Proficiency

Good reading, listening, writing, speaking both English and Bengali

# Computer Skills

* Operating system (Windows XP/Vista/7)
* Microsoft Office (Word, Excel, Power Point)
* Browsing internet & E-mail
* Autodesk Auto CAD

Personal Attributes

* I will be a good team worker and will be friendly with my colleagues.
* I am a quick learner and capable to adopt with any kind of situation.
* I have a very good mental strength and always enjoy facing challenges.

# Personal Details

**Father’s name** **:** Md. Mofiz

**Mother’s name** **:** Mrs. Lipi

Permanent Address : 257/A, East Nakhal Para, Tejgaon,

Dhaka-1215.

Date of birth : 08/11/2004

**Religion**  **:** Islam

**Nationality** **:** Bangladeshi (by birth).

**Marital Status** **:** Single

**Gender :** Male.

**Blood Group :** O+ (Positive)

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**Md. Mahabubul Islam**

Date :