**** Resume of

Sajia Akter Munni

01741239137,01731203536

Contact address: Sufya Kamal Hostel

Rom No:206 2nd Floor

Govt:Titumir Collage, Dhaka.

Objective

Developing my profession career with an excellent performance in my National or Multinational organization, this provides suitable and favorable working environment. Where I can enhance and update my skills and prepare myself as an International personality for my country to face the for globalization challenges.

Qualifications

Bachelor of Business Study (BBS)

Subject: Marketing

Govt:Titumir Collage,Dhaka.

National University

Examination Yesr-2011

HSC

Group- Commerce

Govt:Barisal Collage Barisal.

Barisal. Education Board.

Result- GPA; 3.70

Passing Year-2007

SSC

Group- Commerce

Baptist Mission Grils High School

Barisal Education Board.

Result-2.94

Passing Year-2005

Specialty and capabilities:

Able to work under pressure.

Able to adapt with situation quickly.

Like to take challenge.

Understand responsibility and use it sincerely.

Able to think clearly in difficult situations,

Take effective decision in needed situations.

Ability to manage thinks and work with group.

Informative and immensely observant.

Leadership skills and working capability in-group and individual working condition.

Computer skills:

MS Word: Document preparation & Editing.

MS Excel: Spreadsheet Applications & Calculations.

MS Power Point: Slide show preparation & Report Presentation.

MS Access: Database Development & Management.

Internet & E-Mail Applications.

Operating System: Windows 98/2000& XP- Professional.

Computer Course:-

Certificate in Database Programming.

Language Proficiency:

Bangle Mother Tongue.

English: Written and spoken.

Hobby:

Watching Cricket

Watching TV news, movies & etc.

Help the poor and physically handicapped persons.

Traveling

Personal Details:

Name : Sajia Akter Munni

Father Name : Md.Abdur Rahaman Mullick

Mother Name : Rahima Akter Hena

Date of Birth : 10 May,1990

Nationality : Bangladeshi ( by Birth)

Religion : Islam

Sex : Female

Marital Status : Unmarried

Blood Group : A+

Height : 5”

Cell No : +88-01741239137

**Permanent Address** : Oroni Vila, B.I.P.Gate, Barisal Sador, Barisal.

**Present Address** : Contact address: Sufya Kamal Hostel

Rom No:206 2nd Floor

Govt:Titumir Collage, Mohakhali Dhaka-

Reference:

Reference:

Pro:Moniruzzaman

Department of Marketing

Govt Titumir Collage, Dhaka.

Mobile: 01716556666

By my signature I certify that, to the best my knowledge the information provided in my resume is accurate and complete.

Sincerely yours

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Sajia Akter Munni

Signature