

**RESUME of
MD. MIZANUR RAHMAN**



Contact Address

House# 169/C (First Floor), North Kunipara,
Tejgaon I/A, Dhaka-1208.
Mobile No.: +8801720343355.
E-mail: md.mizan3355@gmail.com

Career Objective

A young, energetic, proactive, hardworking and enthusiastic industrial aiming to build up a career in a reputed organization with innovation, sincerity, skill and performance to produce a synergic output for the organization and bring the organization to the top of the list leaving no stone unturned.

Job experiences

Officer (Accounts & Finance) Meghna Group of Industries Location: House : 23,Road,24,Gulshan-2, Dhaka-1212	06 th Feb 2018 to Continuing
Assistant Zonal Sales In-Charge(AZSI) Sajeeb Group Region: Dhanmondi (Dhaka East)	02 nd May 2016 to 05 th Feb, 2018
Relationship Officer Trust Bank Limited Raipur Branch, Luxmipur	04 th May 2015 - 10 th April, 2016

Academic Qualification

Name of Degree	: Master of Business Studies (MBS)
Institution	: Luxmipur Govt. College, Luxmipur.
University	: National University.
Subject	: Accounting.
Year of Passing	: 2013 (Examination held in 2016).
Result	: First Class.
Name of Degree	: Bachelor of Business Studies (BBS)
Institution	: Luxmipur Govt. College, Luxmipur.
University	: National University.
Subject	: Accounting.
Year of Passing	: 2012 (Examination held in 2014).
Result	: Second class (53% Marks)
Name of Degree	: Higher Secondary Certificate (HSC)
Institution	: Luxmipur Govt. College.
Concentration/ Major	: Business Studies.
Board	: Comilla.
Result	: 3.70 (on a scale of 5.00).
Year of Passing	: 2008

Name of Degree : Secondary School Certificate (SSC)
Institution : Bhabanigonj Bohu Mukhi High School.
Concentration/ Major : Business Studies.
Board : Comilla.
Result : 3.75 (on a scale of 5.00)
Year of Passing : 2006

Training

Title: Accounting Software Tally, ERP9 03rd - 11th Aug, 2018
 Institute: Bangladesh Institute of Management (BIM).
Title: Professional Income Tax & VAT Management. 23th - 27th Dec, 2018
 Institute: Bangladesh Institute of Management (BIM).

Computer Skill

Operating capacity in windows and word processing programs including MS Word, MS Excel, MS PowerPoint. Communication in internet browsing and mailing with internet explorer, opera, Mozilla etc. Also have an excellent typing speed in English.

Language Proficiency

Language	Reading	Writing	Listening	Speaking
Bengali	Excellent	Excellent	Excellent	Excellent
English	Excellent	Excellent	Good	Good

Personal Details

Father's name : Md. Shah Alam
Mother's name : Bibi Mariam
Permanent Address : Village: Abdullapur, Post Office: Bhabanigonj,
 Police Station: Luxmipur Sadar, District: Luxmipur.
Date of Birth : 30th December, 1990.
Marital Status : Unmarried
NID No. : 7320058410

References

Md. Mostafizur Rahman Assistant Manager (Foreign Affair), Conveyor Logistics Limited. 57, Kemak Ataturk Avenue, Banani, Dhaka Email: shohagnsg@gmail.com Cell: 01716-846456.	Md. Masum Ali Assistant Director, Directorate of National Consumer Rights Protection. Rajshahi Email: ad-rajshahi@dnrcp.gov.bd Cell: 01736-260133
---	---

Declaration of Authenticity

I declare hereby that all information I have presented so far are true to my knowledge.



.....
(Md. Mizanur Rahman)
 Date: 20-12-2020.