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| |  |  |  | | --- | --- | --- | | **SHEIKH ARIF AHMED** | |  | | --- | |  | | | Address: Panthochaya, 2/1-Kha, Dhanmondi, 7/A, Dhaka-1209, Jigatala TSO, Dhanmondi, Dhaka 1209  Mobile No 1: 8801717669169  Mobile No 2 :8801914781481  e-mail : skarifahmed88@gmail.com, arafahmed9688@gmail.com | |

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| **Career Objective:** |
| Aiming at the employment where hard work, Strong sense of responsibility, Self-motivation, Willingness for public dealings a career building job in any field of development Administration, Management and other relevant field. |

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| **Special Qualification:** |
| 1. Ability to manage people and work on group.2. Communicative and friendly.3. Like to take challenge, responsibility and ability to work in stress.4. Self-motivated and achievement oriented. |

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| **Employment History:** | |
| **Total Year of Experience :** 3.3 Year(s) | |
| 1. | **Executive (Marketing) ( June 1, 2016 - September 30, 2019)** |
|  | **Inter Khulna Network**  Company Location : Khulna  Department: Marketing & Sales  ***Duties/Responsibilities:***  \* Build brand awareness among potential clients & maintain superior brand image among existing clients.   \* Recognize new business opportunities in all market segments to expand organizationÃâ s business.   \* Maintain regular communication with clients & fulfill queries.   \* Relay customers valid complains and demands to higher officials.   \* Prepare various sales & marketing related reports.   \* Use sales techniques that maximize revenue while maintaining loyalty of existing customers.   \* Motivate eligible clients to make business with the organization by explaining package details. |

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| **Academic Qualification:** |
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| **Training Summary:** |
| |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | **Training Title** | **Topic** | **Institute** | **Country** | **Location** | **Year** | **Duration** | | Volley Spheres | Khulna Public College Annual Sports Competition 2nd Runner Up | Khulna Public College,Khulna | Bangladesh | Khulna | 2005 | 1 Months | | Discus Throw | Khulna Public College Annual Sports Competition 2nd Runner Up | Khulna Public College,Khulna | Bangladesh | Khulna | 2005 | 1 Months | |

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| **Professional Qualification:** |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Certification** | **Institute** | **Location** | **From** | **To** | | Database Programming (79) | Protiva Computer Training Centre (Govt. Concern 35139) | Khulna | January 1, 2015 | June 30, 2015 | |

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| **Career and Application Information:** |
| |  |  |  | | --- | --- | --- | | Looking For | : | Mid Level Job | | Available For | : | Full Time | | Present Salary | : | Tk. 18000 | | Expected Salary | : | Tk. 25000 | | Preferred Job Category | : | Marketing/Sales, HR/Org. Development | | Preferred District | : | Anywhere in Bangladesh. | | Preferred Country | : | Australia, Canada, China, Denmark, Finland, France, Germany, Hong Kong, Japan, Malaysia | | Preferred Organization Types | : | Banks, Multinational Companies, Garments, Buying House, Tea Garden, Cement Industry, Paint | |

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| **Specialization:** |
| |  |  | | --- | --- | | **Fields of Specialization** | **Description** | | * Administration * Advertising & Promotion * Market Research * Marketing | â¢ Grip of the marketing concept and how its processes can directly help the sales growth of the company â¢ Familiarity with product pricing, promotion, and proper market allocation â¢ Knowledge on the use of different marketing tools â¢ Ability to identify the proper marketing campaign and items that should be used by the company â¢ Knowledge on the use of profit-and-loss statements to fully identify whether a marketing project or event is successful or not â¢ Knowledge on various advertising functions and marketing campaign placement â¢ Ability to create a rapport with existing and possible client bases â¢ Knowledge on the use of marketing plans and ability to implement these plans to achieve the goals of the company. | |

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| **Extra Curricular Activities:** |
| \* Strong decision making skills.  \* Quick learning ability.  \* The ability to form positive relationships with colleagues.  \* Have a proactive, `can do` approach to work.  \* Able to react quickly and effectively when dealing with challenging situations.  \* Tactful, discrete and having respect for confidentiality.  \* Ability to work in a team both as a leader & a follower. |

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| **Language Proficiency:** |
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| **Personal Details :** |
| |  |  |  | | --- | --- | --- | | Father's Name | : | Sheikh Rafiqul Islam | | Mother's Name | : | Razia Begum | | Date of Birth | : | May 28, 1989 | | Gender | : | Male | | Marital Status | : | Unmarried | | Nationality | : | Bangladeshi | | National Id No. | : | 3271656146 | | Religion | : | Islam | | Permanent Address | : | 21, Masulman Para Cross Road, Khulna, 9100, Khulna Sadar, Khulna Sadar, Khulna 9100 | | Current Location | : | Dhaka | |

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| **Reference (s):** |
| |  |  |  |  | | --- | --- | --- | --- | |  |  | **Reference: 01** | **Reference: 02** | | Name | : | Md. Enamul Haque | Dr. Md. Shahriar Shamim | | Organization | : | Khulna University | Fakirhat Upazilla Health Complex, Fakirhat | | Designation | : | Associate Professor | M.B.B.S (DU), CCD (BIRDEM), CMU Medical Officer | | Address | : | Business Administration Discipline, Khulna University, Khulna | Fakirhat Upazilla Health Complex, Fakirhat, Bagerhat | | Phone (Off.) | : |  |  | | Phone (Res.) | : |  |  | | Mobile | : | 01712730500 | 01717417190 | | E-Mail | : | heeramkt@gmail.com | dr.shahriar13@gmail.com | | Relation | : | Academic | Relative | |  |  |  | | |