



AL RIFAT SABBIR

House-06, Road-18, Block-C,
Mirpur12, Dhaka, Bangladesh
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+8801688525596

→ PERSONAL DETAILS:

Father's Name : MD. ARIF HOSSAIN
Mother's Name : SELINA AKTER SHILPI
Date of Birth : 25-09-2006
Address : Village – Bahadurpur,
P/O – Habiganj,
Madaripur Sadar,
Madaripur, Dhaka
Nationality : Bangladeshi
Religion : Islam
Gender : Male
Marital Status : Unmarried
Blood Group : B+
Height : 1.77M (5'7")
Weight : 55 kg

→ FIELDS OF SKILLS:

- FULLSTACK WEB DEVELOPMENT
- MS WORD, EXCEL & POWERPOINT
- WEB DESIGN, UI/UX DESIGN
- GRAPHIC DESIGN
- DIGITAL MARKETING
- AI, EMAIL & INTERNET BROWSING

→ LANGUAGE PROFICIENCY:

- BANGLA : NATIVE
- ENGLISH : FLUENT

RESUME

→ PROFILE:

Looking for a job where I can prove my excellence and challenging career where my educational and technical skills will be utilized to their full potential. I dedicatedly want to work in the organization to fulfill their demands.

→ EDUCATION:

Higher Secondary Certificate (HSC)

Institution : Govt. Rupnagar Model School & College
Session : 2021-22
Year : 2023
Major : Science
Result : GPA - 3.58

Secondary School Certificate (SSC)

Institution : M.D.C Model Institute
Session : 2019-20
Year : 2021
Major : Science
Result : GPA - 4.44

→ FIELDS OF EXPERIENCE:

#1

Company : Aalok Healthcare Ltd.
Address : Mirpur-10, Dhaka, Bangladesh
Position : Office Assistant
Experience : (01-06-2024) – (01-10-2024)
Area of Expertise : Basic Office Work, Lab Assistance, Computer Basic Skill etc.

#2

Company : AND OR (The Reading Café)
Address : 32/1, Khan Plaza, Science Lab, Dhaka
Position : Sales Executive
Experience : (14-11-2024) – (01-02-2025)
Area of Expertise : Sales & Stock Management, Website & Social Media Management.

→ SELF ASSESSMENT:

- ⇒ Confident enough to carry out duties with minimum instruction.
- ⇒ Have skill in motivation, counseling, self-driven & change oriented.
- ⇒ Endurance to work for long hours under pressure.
- ⇒ Sincere and eager to learn, willing to work in team.
- ⇒ Good managerial and leadership skill.