

CURRICULUM VITAE OF

AL IMRAN EMON

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CAREER OBJECTIVE

Desired to be a part of an immensely professional team prioritizing ethics, excellence, and innovation with a view to equipping myself with professional and life skills and making a significant contribution to the entire success of the company simultaneously.

ACADEMIC ACHIEVEMENT

Bachelor of Arts/2022 (BA Honours in English)

CGPA- 3.24 [on scale 4]

Green University of
Bangladesh, Dhaka

Higher Secondary Certificate (H.S.C)-Science/2013

GPA- 4.40 [on scale 5]

Mohadevpur Union Govt. University
College, Shibaloy, Manikganj

Secondary School Certificate (S.S.C)-Science/2011

GPA- 4.88 [on scale 5]

Oxford Academy, Shibaloy,
Manikganj

PROFESSIONAL PROFILE

- Her Power Project, ICT Division**
Trainer
Dec 03, 2023 - till date
Women Call Center Agent, Lakshmipur
Sadar, Lakshmipur, Chattogram
- Genex Infosys Limited**
Executive Trainer
Nov 09, 2023 - till date
- Center for Career Development
(CCD) & Alumni Affairs**
Former Intern
(Event Management)
Dec 01, 2021- Mar 31, 2022
Green University of Bangladesh

TRAINING

Professional Customer Service

Accomplished

Under SEIP & BACCO, 2023
Genex Infosys Limited

ELT (Approaches & Methods in English Language Teaching)

Accomplished

Fall 2021, Department of English
Green University of Bangladesh

VOLUNTEERISM

United Nations Youth and Students Association of Bangladesh (UNYSAB)

Associate Member

Batch: 15th
June 01, 2022 - July 31, 2023
Address: House No. 519/A, Road No.1,
Dhanmondi, Dhaka 1209, Bangladesh

EXTRACURRICULAR ACTIVITIES

- Tour Organising
- Cooking
- Blood Donor
- Private Tutor (2017-2020)

SKILLS HIGHLIGHT

Language

Bangla: Native Language

English: Advanced Level

Attended a professional English Proficiency Test (Duolingo English Test 2023- 125*)

Computer Competence

- Microsoft office Applications
- Google Suite
- Canva, Chatgpt, Magical, etc

Professional Traits

Personal:

- Effective Communication
- Presentation
- Executive functioning
- Enthusiasm
- Adaptability

Organizational:

- Co-ordination
- Observation & Decision making
- People Management
- Team work & Collaboration
- Leadership

REFERENCES

Mohammad Golam Mohiuddin

Assistant Professor, Department of English

Green University of Bangladesh

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Mohammad Mostofa Jaman

Head of Partnership & PR

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DECLARATION

I do hereby declare that the above information is correct to the best of my knowledge.

Al Imran Emon