**Rajon Ahmed**

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Mobile: 01799370318

Email: rajonwajed@gmail.com

Contact Address: Mirpur-1, Block-C, Dhaka

**Objective**

To obtain a dynamic position where I can utilize my skills, education, sincerity, and experience for welfare of the organization as well as personal and professional advancement.

**Educational Qualification**

* **Bachelor of Science (Hons) in Zoology, 2024**

CGPA - 3.017 out of 4.00

Kushtia Govt. College

* **Higher Secondary Certificate Examination (HSC), 2018**

Institute: Halsa Adarsha Degree College

Result: 3.58

Group:Science

Board: Jessore

* **Secondary School Certificate Examination (SSC), 2015**

Institute: Majihat High School

Result: 4.89

Group: Science

Board: Jessore

**Job Experience**

**Customer Service Representative**

**Office Name: Ministry of Land** Sept. 2023 - Feb. 2024

**Firm name: Digicon Technologies Ltd.**

* Building Trusted Relationship with the customer through effective communication and provide appropriate land related information and services as per requirement.
* Resolve customers' concerns, feedback, compliant and queries efficiently.
* Prepare product and customer reports by gathering accurate information during customer interactions.
* Refer issues and concerns to relevant managers as per requirement.
* Upholding Brand Value of Digicon by disseminating product and services information and mitigating the challenges efficiently among the customers communicated via phone call or in person Visit.
* Maintain coordination with the Land Offices for ensuring appropriate information

**Language Proficiency**

Good command in Bangla and English

**Skills**

* Creativity, Management skill
* Microsoft Word, Microsoft PowerPoint.

**Personal Details**

* Father’s Name : Md Wajed Ali
* Mother’s Name : Mst. Tazma Khatun
* Permanent Address : Vill. : Panchbaria

P.O. : Halsa

Thana : Mirpur

Dist. : Kushtia

* Gender : Male
* Marital Status : Unmarried
* Date of Birth : December 04, 1998
* Religion : Islam
* Nationality :Bangladeshi
* Blood Group : A+

**Reference**

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