



MD GOLAM MUKTADIR ASIF

📍 Dhaka, 1229, Bangladesh

☎ +880 1751634503

✉ mdgolammuktadirasif@gmail.com

SUMMARY

Energetic, proactive and enthusiastic management trainee with endless energy for mastering all company functions and policies in order to lead and work with teams that excel. Ambitious goal setter, thorough analyst and excellent communicator. Seeking to use my capabilities and skills to help your company build sustainable competencies, alongside developing myself as a highly capable employee.

WORK EXPERIENCE

MANAGEMENT TRAINEE OFFICER, 01/2023 - Current

Hameem Group, Dhaka, Bangladesh

- I was trained on various business processes of the company the first three months. I received instructional and practical on the job training by the company's experts in each of the fields.
- After training I worked as a software developer in the IT department. I personally developed two new web applications for the company, a Help Desk Ticketing System and a Document Management System. I personally did the research and the UI design work needed for this two web applications
- I also did some data analysis and cleansing task for the company's ERP team, which included sorting all the commonly purchased items and categorizing them properly

INTERNSHIP

INTERN GENERAL, 01/2023 - Current

First Security Islami Bank, Dhaka, Bangladesh

- I was given the job to update and maintain the locker registers. Also, I updated and maintained the leave register. I helped clients to complete their account opening paper works. I checked cheques and pay orders and helped with day to day work of the accounts officers

SKILLS

- | | |
|----------------------------------|--------------------------|
| • Public speaking | • Microsoft Office Suite |
| • Customer complaint management | • SPSS |
| • Direct marketing and sales | • Power BI |
| • Competitor and market analysis | • C# |
| • Digital marketing | • Asp.net Core |
| • General office administration | • Node.js |
| • Competitor analysis | • Express.js |
| • Software Development | • Vue.js |
| • Adobe Creative Suite | • HTML |

EDUCATION

IBA, Dhaka University | CGPA - 3.32, Dhaka, 2023

Master of Business Administration: Marketing

I did the regular MBA program under IBA Dhaka University. I majored in Marketing. Throughout my program I was involved in the following project work:

- Project Clean Sweep: I collaborated with 5 others in coming up with a new branding solution for Lizol Bangladesh. This project was done for the actual company for Lizol's Brand manager | Academic and Professional Purpose
- Improving Kool Shaving Creams Brand Image: I worked with 5 others in coming up with a strategy to improve the Brand Image of Kool Shaving Cream. I personally came up with, directed and video edited a new advertisement for them. | Academic Purpose
- A study on Acceptance of Online Book Purchasing In Dhaka Using TAM Model | Academic Purpose
- Identifying Potential Factors for Pricing and Proposing a Price Calculator for Secondhand Cars in Bangladesh. | Academic Purpose

- An analysis and study on Nagad's Business Strategies and their overall impact | Academic Purpose
- Marketing Activity Analysis of Square Toiletries Limited | Academic purpose

North South University | CGPA - 3.77, Dhaka, 2019

Bachelor of Business Administration: Human Resource Management

I did a Bachelors of Business Administration program here with a major in Human Resource Management. Throughout the program I was involved with the following project:

- A research and study on labor management issues in Pride Group | Academic Purpose
- A study on the salary structure of people from different strata of professions | Academic Purpose
- Coming up with a branding strategy for a sunglass brand aimed at the mass people | Academic Purpose
- Analyzing and detailing the Library Management System of North South University | Academic Purpose

Private, Dhaka, 2014

A-Levels: Science

I completed my A'levels with the following Subjects:

- Mathematics
- Physics
- Chemistry

Maple Leaf International School, Dhaka, 2014

A-Levels: Science

I passed my O-levels under Maple Leaf International School with the following subjects:

- Mathematics
- Physics
- Chemistry
- Biology
- Bengali
- English language
- Pure Mathematics

ADDITIONAL INFORMATION

Link to my Github Repo: <https://github.com/asifTornado>

CERTIFICATIONS

- Data Manipulation with Python Pandas | DataCamp
- Intermediate Python | DataCamp
- Introduction to Python | DataCamp

LANGUAGES

Bengali: First Language

English: Proficient(C2)

HOBBIES

- Reading non fiction books especially related to society, psychology, technology and self improvement
- Learning new and complex things from YouTube and by doing audits on Coursera and Edx.