CV of
Md. Ohiduzzaman Munshi

Dhaka -1215 Bangladesh, +8801767912870

Self-Assessment

I have been working for last two years in Bangladesh government and private job sector as a **Executive Business Development**. I am interested to working as Digital Marketing or Data Entry Project Manager for any type of foreign government or private project. I believe in my talent and hard work will be able to develop your project and business in a short time, through information technology, I can highlight your business project in the world.

I am interested to work 24 hours for any urgent Services. I am interested in taking any kind of responsibilities. If I can't fulfill my duty properly, I am not willing to accept any type of salary from the company.

EXPERIENCE

Executive Business Development.
Radisson Digital Technologies Ltd, Shah Ali Tower (6th Floor) 33 Kawran Bazar, Dhaka -1215
01 January-2018 - (Present)
● Build Contacts with Potential Clients to create new Business Opportunities.
● Social Media Marketing and Leads Generation.
● Make cold calls for new business leads.
● Support in writing new business proposals.
● Maintain Knowledge of all product and service offerings of the company.
● Arrange meetings for senior management with prospective clients.
● Follow company guidelines and procedures for acquisition of customers, Submission of tenders etc.

Coordinator at Skills Development for Mobile Game & Application Project.
Ministry of ICT Division, Shah Ali Tower (6th Floor) 33 Kawran Bazar, Dhaka -1215
01July-2018, 25 February-2018
● Maintaining and monitoring Project plans, Project schedules, Work hours, Budgets and expenditures.
● Developing project strategies.
● Ensuring projects adhere to frameworks and all documentation is maintained appropriately for each project
● 10000+ student data collation google drive google sheet project management system.
● All time commotion Ministry Dc offices and Local student.
● Project Portfolio:
 https://drive.google.com/drive/u/1/folders/1KCH7wSe_EQX1pcWOdaryeimreR82f866

Coordinator Women IT skills Development she power project.
Ministry of ICT Division, Shah Ali Tower (6th Floor) 33 Kawran Bazar, Dhaka -1215.
26 August-2018 - 10 June 2019
- Women ict training project development all century 1050 women.
- Project management Data collection in century.
- Maintaining and monitoring Project plans, Project schedules, Work hours,
  Budgets and expenditures.
- Ensuring projects adhere to frameworks and all documentation is maintained appropriate.

- Project Portfolio:: https://drive.google.com/drive/u/1/folders/1RVR1LhrMVPneb1-KGYkFxurqH5cJV9Wb

Coordinator Bangladesh Hi- Tech Park Project (Professional e-Commerce Business Development Training).
Ministry of ICT Division, Shah Ali Tower (6th Floor) 33 Kawran Bazar, Dhaka -1215.
10March-2019 june05-2019.
- Assess training needs for new and existing employees
- Identify internal and external training programs to address competency gaps
- Partner with internal stakeholders regarding employee training needs
- Organize, develop or source training programs to meet specific training needs
- liaise with subject matter experts regarding instructional design
- Develop training aids such as manuals and handbooks
- Inform employees about training options
- Map out training plans for individual employees
- Project Portfolio:
https://drive.google.com/drive/u/1/folders/1rYTBtbqBOBaXAKoc7QFZ8HaNONed55tL

EDUCATION

World University, Dhaka-1212, Bangladesh.
Bachelors of Computer Science & Engineering (BSC)
Result: (Running)
Passing Years: 2018-2021
Gopalganj Polytechnic Institute, Gopalganj Dhaka, Bangladesh.
Diploma in Engineering Computer Technology (DIPLOMA)
Result: 3.04/4.00
Passing Years: 2013 -2018
Alfadanga A.Z Pilot High School, Alfadanga Faridpur, Dhaka, Bangladesh.
Secondary School Certificate (SSC)
Result: 4.92/5.00
Passing Years: 2013

Computer Skills & AWARDS

- Offices 365, Microsoft Excel, Microsoft Access, Adobe Photoshop, Google Drive, Google Sheet, Google Docs. Google Form, Google Slides, Project Management, Windows Setup, Software Installation, It Support.

Online Marketing Skills

- Digital Marketing // Data Entry // Led Generation // Business Development.
- Facebook Ads, Google AdWords, Google Analytics, Content Creation, Blogging, SEM, SEO.
- Email Marketing, Facebook, Instagram, Twitter, Pinterest, LinkedIn, YouTube, Qura Telegram, ads marketing.
- 8Website admin Support.

TRAINING & CERTIFICATES

- Professional Diploma in IT Certification.
- Two Year IT Work Experience Bangladesh IT Sector.
- Real experience of 15 ict projects done.
- 6 Years' Education Experience International IT Sector.

Project Portfolio

Digital Marketing: http://bit.ly/2INAFWm
Data Entry: http://bit.ly/2Iemc6O

Office documents: http://bit.ly/2IIFMHy

Reference

Tahasin Chowdhury
ICT Project Manager
Radisson Digital Technologies Ltd.
Email: tahasincd26@gmail.com
Phone Number: +8801958253162

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