



MD FAHIM MUNTASIR

Nationality: Bangladeshi **Date of birth:** 06/09/2000 **Gender:** Male

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ABOUT ME

I hold a Bachelor's degree in Computer Science and Technology, with practical experience in Embedded Systems, AI, and Web Development through coursework and projects. I am proficient in multiple programming languages and my interests lie in AI-driven embedded systems and smart technologies. Additionally, I have professional experience in community-based development programs focusing on administrative coordination, financial management, and data collection, which has enhanced my systematic problem-solving skills and collaboration with diverse stakeholders.

WORK EXPERIENCE

Adivasi Unnayan Sangstha (AUS) – Netrokona, Bangladesh

Finance and Admin Coordinator

[06/2025 – 12/2025]

Project: Integrated Community-Based Center for Child Care, Protection, and Swim Safe Facilities (ICBC)

Implemented by: Bangladesh Shishu Academy under the Ministry of Women and Children Affairs

Job Responsibilities:

- Financial Management, Reporting & Payroll
- Fund Release & Government Liaison
- VAT/Tax Compliance & Audit Coordination
- Field Monitoring & Data Collection (Kobo)
- General Administrative Duties

Relevant Trainings/Workshops:

- Orientation on Monitoring, Evaluation, Accountability & Learning (MEAL) Framework, Netrokona, [16/05/2025 – 18/05/2025]

Adivasi Unnayan Sangstha (AUS) – Sunamganj, Bangladesh

Early Childhood Care and Development (ECCD) Officer

[03/2024 – 05/2025]

Project: Integrated Community-Based Center for Child Care, Protection, and Swim Safe Facilities (ICBC)

Implemented by: Bangladesh Shishu Academy under the Ministry of Women and Children Affairs

Job Responsibilities:

- Program Implementation & Quality Assurance
- Team Supervision & Capacity Building
- Stakeholder Coordination & Community Engagement
- Monitoring, Evaluation & Reporting
- Training & Curriculum Support

Relevant Trainings/Workshops:

- Trainers Training, Sunamganj, [25/05/2024 – 31/05/2024]
- District Level Workshop on "Bridging Leadership for Collaboration," Mymensingh, [01/02/2025 – 03/02/2025]

EDUCATION AND TRAINING

Bachelor of Engineering

Hubei University of Technology [09/2019 – 12/2023]

City: Wuhan | Country: China | Field(s) of study: Computer Science and Technology | Final grade: 3.78 out of 5 and Average 88.58

Higher Secondary Certificate

Varendra College [07/2016 – 06/2018]

City: Rajshahi | Country: Bangladesh | Field(s) of study: Science | Final grade: 3.75 out of 5

Secondary School Certificate

Shirol Govt. High School [01/2014 – 03/2016]

City: Rajshahi | Country: Bangladesh | Field(s) of study: Science | Final grade: 4.94 out of 5

SKILLS

Programming Language

C / C++ / C# / Python / Java / MySQL / SQL / HTML

Software

Visual Studio Code / Visual Studios / IntelliJ IDEA / Proteus / Ubuntu / MATLAB / Figma / Adobe Illustrator / Android Studio / Microsoft Office / Microsoft Word / Microsoft Excel / Microsoft PowerPoint

Others

Data Structure / Data Analysis / Web Development / Web Design

LANGUAGE SKILLS

Mother tongue(s): Bengali

Other language(s):

English

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B1 SPOKEN INTERACTION B1

Chinese

LISTENING A1 READING A1 WRITING A1

SPOKEN PRODUCTION A1 SPOKEN INTERACTION A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

HONOURS AND AWARDS

[12/2022] Hubei University of Technology

Outstanding International Student Awarded with Second-class Scholarship

[12/2021] Hubei University of Technology

Model Student Awarded with Third-class International Outstanding Student Scholarship

RECOMMENDATIONS

Name: **Md. Mostafizur Rahman Siddiki** | Deputy Managing Director

Young Genius Bangladesh Ltd.

Dhaka, Bangladesh

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Name: Md Masud Parvez | Executive Director

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