



# 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

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### 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

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

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

## SKILLS

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### 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

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**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

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[ 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

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

**Young Genius Bangladesh Ltd.**

Dhaka, Bangladesh

Email: [enqr.mrsiddiki@gmail.com](mailto:enqr.mrsiddiki@gmail.com) | Phone number: (+880) 1717346109

Name: **Md Masud Parvez** | Executive Director  
**Adivasi Unnayan Sangstha (AUS)**  
Rajshahi, Bangladesh  
Email: [masum.x1@gmail.com](mailto:masum.x1@gmail.com) | Phone number: (+880) 1721541890