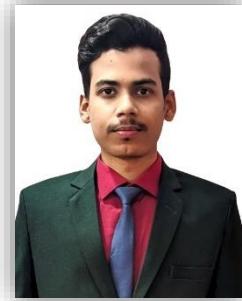


KHAIRUL ISLAM

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Mobile: +88 01319885396

Email: [khairolislamnaeem33@gmail.com](mailto:khairulislamnaeem33@gmail.com)



Career Objective

Looking forward to make result-oriented contributions and very dedicated to work. Building strong client relationships, and leading high - performing growth. Diplomatic, personable, and adept at managing sensitive situations. Highly organized, self-motivated, and skilled with computers.

Personal Info

Date of Birth: 20 Oct 1986

Religion: Islam

Nationality: Bangladeshi

Blood Type: O+

Marital Status: Single

Languages: Bangla, English

Education

Degree	Major	Institute	Results	Passing Year
B.Sc.	CSE	Varendra University	CGPA: 2.70	2024
HSC	Science	Rajshahi Govt. City Collage	GPA: 3.75	2019
SSC	Science	Machmoil ML High School	GPA: 5.00	2017

Training and Workshop

- **Line Follower Robot** [Online, Tech Tipoa, Bangladesh]
- **Business Training** [Smart Unibator - University Innovation Hub Program, Varendra University]
- **Machine Learning Training** [American Corner Rajshahi, Bangladesh]

Special Skills

- | | |
|--|--|
| <ul style="list-style-type: none">• Leadership• Good communication skills.• Excellent presentation skills• Customer service• Sales and marketing | <ul style="list-style-type: none">• Team work• Public speaking• Good organization skills and the ability to work under pressure• Microsoft Office Application |
|--|--|

IT/Technical Skills

- Good working proficiency in Microsoft Word, Excel, PowerPoint presentation, email and internet browsing.

Work Experiences

Internship

ELITEANT IT

December 2023 – July 2024

- Provide customer service, product listing, product recharge, database maintenance.
- Implemented innovative technologies and tools to streamline processes, enhance Productivity, and improve the overall customer experience.

Office Executive

TELE RING INTERNATIONAL

February 2023 – October 2023

- Communicated with customers to ensure product understanding, answer questions and facilitate conflict resolution, improving 35% of customer satisfaction.
- Helped an average of 100 customers every day with a positive attitude and focus on customer satisfaction.
- Maintained a clean and orderly store by continuously organizing displays and proactively addressing areas that needed restructuring.

Extra-Curricular Activities

- Joint Secretary, Robotics Club of Varendra University
- Member, Varendra University Programming Club
- Member, Varendra University WEB Development Club
- Member, Chotto_Shawapno in Varendra University

Completion & Achievement

- 2nd placed, Tech Event, Project Showcasing, Varendra University
- Winner, Team leader, Amar Dokan, Idea contest, Robotech Olympiad, Robo Tech Olympiad 2023
- 3rd place, Programmer, Robo Soccer, Robotech Olympiad, Robo Tech Olympiad 2023
- Team Leader, Semifinalist, IT Quiz, Varendra University
- Team Leader, Hospital Food, Semi-finalists, Idea Contest , MUJIB 100 IDEA 2021.

References

Abu Talib

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Bangladesh Water Development Board

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Md. Abdur Razzak

Field Marketing Executive

ACI

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