

**Resume
OF
MD.SHOVON SHAHARIAR**



Mailing Address:

324, Chawdhory Villa,
Polertek, Uttarkhan, Dhaka-1230
E-mail: shovonsahriar683@gmail.com

Career Objective

To work in a structured and well organization where I can serve with integrity and sincerity that encourages for performance, career growth, leadership and provides ample as well as learning opportunities.

Academic Qualification

Masters of Business Administration (M.B.A)

Institute : Govt. Titumir College, Dhaka
Department : Management
Result : 2.97 (out of 4.00)
Passing Year : 2016
University : University of Dhaka

Bachelor of Business Administration (B.B.A)

Institute : Govt. Titumir College,
Dhaka
Department : Management
Result : 2.98 (out of 4.00)
Passing Year : 2015
University : University of Dhaka

Higher Secondary Certificate (H.S.C)

Institute : Adamjee Cantonment College
Group : Business Studies
Result : 4.50 (out of 5.00)
Passing Year : 2010
Board : Dhaka

Secondary School Certificate (S.S.C)

Institute : Adarsha Biddya Niketon, Manikdi
Group : Business Studies
Result : 4.38 (out of 5.00)
Passing Year : 2008
Board : Dhaka

Presently Working

Working as an “Assistant Manager” With “Rime Engineers & Technology.”
Uttara, Dhaka, from 05/08/2020 to Till now.

Previous Working Experience

- Worked as an “HR Officer” with “Averroes International School”, Rupnagar, Mirpur Road, Dhaka, from 01/06/2019 to 31/07/2020.
- Worked as an “HR Manager” with “Chayanir Accomodation” WarelessGate, Mohakhali, Dhaka, from 20/03/2018 to 30/05/2019.
- Worked as an “Management Officer ” with “Property Solution BD”, Asadgate, Mirpur Road, Dhaka, from 01/01/2016 to 05/01/2018.
- Worked as an “Sales & Marketing Executive Officer” with “Rime Real Estate & Housing Ltd.” Uttara, Dhaka, from 19/02/2014 to 30/06/2015.

Computer Literacy

Successfully completed 03 (three) months office application course from “S.R Computer Training Institute”. Well versed in operating MS office, Excel, Powerpoint and efficient in e-mail browsing and communication.

Extra Curriculum Activities

- Completed 03 days special training on “Community Level Volunteer Training Programme” “From Fire Service & Civil Defence of Bangladesh”, MES, Dhaka Cantt, Dhaka- 1206.
- Completed day long certificate course on “International Job Training (IJT)” from SAIFUR’S, Panthapath, Dhaka.

Language Proficiency

- Excellent communication both in Bangla and English.

Personal Information

Name	:	Md. Shovon Shahariar
Father’s Name	:	Md. Belayet Hossain Khan
Mother’s Name	:	Mrs. Shahanaz Akter
Permanent Address	:	Village: Panchgaon, P.O. Chandipur, P.S. Naria, District: Sariatpur.
Date of Birth	:	11 th September, 1993
Mobile:	:	01843905163
Blood Group	:	AB+
Nationality	:	Bangladeshi (by birth)
Religion	:	Islam
Marital Status	:	Single
Height	:	5’-8”
Sex	:	Male

Reference

1. Saiful Islam Khan
Managing Director
Rime Real Estate and Housing Ltd.
General Secretary
Developers Forum
Cell: 01711703955

2. Farhad Hossain
Principal
Monipur School & College, Dhaka
Cell: 01711601307

Date: _____

Md. Shovon Shahariar