



PROFILE

I am a creative, motivated and multi-faceted Business Graduate with a keen eye for detail and a huge passion for working. I have always been interested in the new challenges. I would love to play my part in contributing to this ever-growing industry and make a real difference.


CAREER OBJECTIVE


To work for a renowned organization that provides me the opportunity to improve my skills and knowledge to growth along with the organization objective.


ABOUT ME

DATE OF BIRTH : 30th November 1993
RELIGION : Hinduism
NATIONALITY : Bangladeshi
GENDER : Male
MARITAL STATUS : Unmarried
BIRTH PLACE : Laksam, Cumilla

CONTACT DETAILS

 Mailing/Present Address: H# 20/A,
Moneshwar Road, Zibatola,
Dhanmondi, Dhaka - 1205.

 +8801675784925

 razib.das2010@gmail.com

RAJIB DAS

Business Graduate

EDUCATION

- 2021 M.B.A. (Master of Business Administration)**
Jagannath University (JNU).
Major: Finance
Year of Passing: 2021
Result: CGPA – 3.38 (in the scale of 4)
- 2017 B.B.A. (Bachelor of Business Administration)**
United International University (UIU)
Major: Finance
Year of Passing: 2017
Result: CGPA – 3.02 (in the scale of 4)
- 2012 H.S.C. (Higher Secondary Certificate)**
Bir-shrestha Munshi Abdur Rouf Public College
Group: Business Studies
Board: Dhaka
Year of Passing: 2012
Result: GPA – 5.00 (in the scale of 5)
- 2010 S.S.C (Secondary School Certificate)**
Institution: Laksam Pilot High School
Group: Business Studies
Board: Cumilla
Year of Passing: 2010
Result: GPA – 4.69 (in the scale of 5)

PROFESSIONAL EXPERIENCE

1. Done M.B.A. (Evening) internship program at Mutual Trust Bank Limited (MTBL) in Laksam SME/Agri Branch for the period of three months.
2. Done B.B.A. Internship program at South Bangla Agriculture & Commerce Bank Limited (SBAC Bank) for the period of 3 months.

BASIC SKILLS

1. Analytical, decision making and problem-solving skills
2. Excellent communication, organizational and interpersonal skills.

PERSONAL DETAILS

FATHER'S NAME: Kali Krishna Das

MOTHER'S NAME: Ratna Rani Das

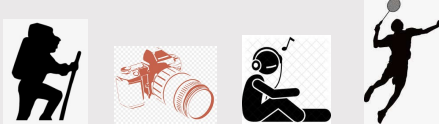
PERMANENT ADDRESS: H# 642, Rajghat,
West Laksam-3570, Laksam, Cumilla.

Blood Group: B+ (positive).

INTEREST

- ✚ Reading books
- ✚ Problem Solving
- ✚ Physical activities
- ✚ Facing new challenges

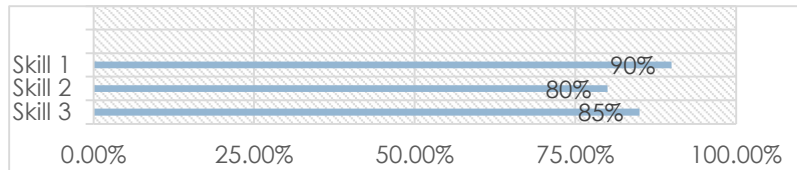
HOBBIES



**"I CERTIFY THAT ALL
INFORMATION STATED IN THIS
RESUME IS TRUE & COMPLETELY
TO THE BEST OF MY
KNOWLEDGE. I AUTHORIZE THE
RECEIVER OF THIS CV TO VERIFY
THE INFORMATION PROVIDED IN
THIS RESUME".**

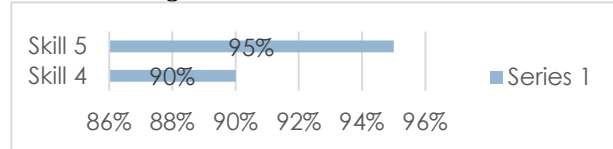
SIGNATURE

3. Ability to work in a team and smart worker.



TECHNICAL SKILLS

4. Skilled at MS Office, E-Mail etiquettes & internet browsing.
5. Office Packages: MS Word, MS Excel, MS Power Point.



QUALIFICATION HIGHLIGHTS

6. Treat people like how I would like to be treated.
7. Ability of making plan & work accordingly. Confident, Honest, Hardworking & positive minded.
8. English & Bengali – Fluent in both Speaking and writing.

EXTRA-CURRICULAR ACTIVITIES/ACHIEVEMENTS

Academic:

9. Got **Scholarship & Waiver** several times based on trimester's results.

Others:

10. Worked as Deputy General Secretary of "UIU Finance Forum"
11. Runners up team of **UIU Inter Department Cricket Tournament**.
12. Organizing Member of two programs **International Carrier Summit 2014 and Path Finder 2015**.
13. Achieved the units of competency on **Professional Customer Service (PCS)** through a training at **My Outsourcing Ltd.** supported by **SEIP**.
14. Had successfully completed training program on **Verbal Communication in English from Workplace Skills Development Academy New Zealand (WASDA)** supported by **SEIP & BACCO**.

REFERENCES

15. **Dr. Md. Monzur Morshed Bhuiya**
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Jagannath University.
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