

**IMRAN HOSSAIN**

House No #12/Um/6/1, Road No # 2,  
Shyamoli, Dhaka.

**Contact:** +8801536262534

**E-mail:** imu123dha@gmail.com



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To build a successful career in a reputed organization where challenges are to be faced with dynamic efficiency to meet the concern's demand and to work with a team towards the zenith height.

## Work Experience

### Assistant Manager Marketing Spinytel Private Limited.

House # 919, Road # 14, Adabor, Dhaka.

Duration: 11 August 2014 to September 2018.

#### Responsibilities:

- Responsibilities are to maintain sales and marketing of software to local individual, corporate level and overseas clients through online media such as Skype, Viber, WhatsApp, Facebook, Cell, and face to face meeting.
- Monitoring support team to provide quality full sale support.
- Preparing Marketing Campaign & Strategy.
- In this organization my result-oriented activities are rewarded by the management as i have abled to sale most premium package of software in corporate level as well as overseas clients.
- Create new opportunities for the companies.
- Maintain relation with existent client and create new client base.

### Executive- Business Development Apollo Hospitals Dhaka.

Plot # 81, Block # E, Bashundhara R/A, Dhaka.

Duration: 2 May 2011 to 10 August 2014.

#### Responsibilities:

- Develop marketing policy and strategy to establish corporate marketing goals.
- Arrange corporate meeting & dealings with corporate clients like MNCs, Embassies & Insurances.
- Build and maintain relationship with medical professionals in the community keeping contact with the Medical Association & Medical Institutes; collecting information about the doctors operating in those institutes.
- Preparing Marketing Campaign & Strategy.
- Organize event management like Seminar, Facility tour, Heath Camp. Health Clinic etc.
- Travel to assigned ex-HQ and out –stations of different districts for client visit, increase referral and subsequent business development.

**Medical Information Officer**  
**Novartis Bangladesh Limited**

Duration: October 2009 to April 2011

**Responsibilities:**

- Build relationship with existing and new clients
- Develop ideas and strategies to improve business
- Preparing Marketing Campaign and strategy
- Maintain client Database
- Arrange facility tour and seminars

**Education Qualifications:**

- **Master of Science (Botany), 1st Class**, National University, 2004
- **Bachelor of Science (Botany), 2nd Class**, National University, 2003
- **Higher Secondary School Certificate (Science)**, 2nd Division, Jessore Board, 2000
- **Secondary School Certificate (Science)**, 1st Division, Jessore Board, 1998

**Skills:**

- Basic Computer literacy
- Fluent in Microsoft Word, Excel, Power Point.
- Fluent in Google docs
- Office Administration
- Marketing and Sales
- Corporate Marketing Experience
- Marketing Campaign Development
- Strategic planning and scheduling
- Time-management
- Verbal and written communication
- Critical thinking
- Quick-learning

**Trainings:**

- IDB-BISEW IT Scholarship Project.  
1-year diploma in Web Presence Solution and Implementation (WPSI) Round -VII  
Computer fundamental with MS Office package from Technical Training Centre (TTC).
- Spoken English Course offered at the Khulna DYD and in cooperation with the U.S. Peace Corps.
- Diploma – in Secretarial-Science Course one year from Department of youth Development (DYD) in Khulna.
- Basic Life Support Cardiac Pulmonary Resuscitation, Fire Safety, Electrical Safety, Infection Control Practice, Emergency Code.
- Fire services short course has completed (15<sup>th</sup> days)

## Language:

- English (Well versed in both Speaking and Writing)
- Bangla ( Native Language)

## Personal Details:

Name	: Imran Hossain
Father's name	: Md. Jalil Mia.
Mother's name	: Jahanara Begum
Mailing Address	: House No #7 &8, Fast moon; Jonota housing 1, Ring Road, Dhaka
Permanent Address	: Village: Gazirtac. Post + Thana: Dohar, District: Dhaka.
Date of Birth	: 12 November 1983
Marital Status	: Married
Religion	: Islam
Nationality	: Bangladeshi

## Declaration:

I will render my service to the best to fulfill my responsibility and I, thereby, declare that each of the information I have provided is complete and correct.

