

KAMRAN RIZVE

🏠 House: 426/West rampura, mukki mosjid road, rampura dhaka

☎ 01683029371, 01575073839

✉ kamran.rizve371@gmail.com



OBJECTIVE

Building up a challenging and rewarding career in an organization that provides structured career advancement within the extent of competitive and dynamic environment and face challenging opportunities with sincerity, punctuality, commitment, self-competency and hard working.



EDUCATION

Bachelors of Computer Science & Engineering | Fareast International University

Major: Hardware and Software

CGPA: Appeared

Passing Year: 2019

Diploma in computer Science Engineering | Ahsanullah Institute of Science and Technology

Major: Computer science

CGPA: 4.00 out of 2.80

Passing Year: 2015

Secondary School Certificate | Barisal Technical School and College

Group: Science

GPA: 5.00 out of 3.77

Passing year: 2009



AWARDS AND ACHIEVEMENTS

- **News Presentation**, JobsA1.com Professional Presentation Certified in 2009
- **Business Development-Customer services**, Bangladesh Association of Software and Information Services (BASIS) Clint Service in Procurement Certified in 2019



CARRIER HISTORY

Smart Technology LTD

Sr. Executive

Business Development and Procurement (Local)

Job details: Corporate Clint Service and Procurement local purchase section monitoring and vendor estimate

Working Year: 01-sep-2019 to still now

Richman Informatics

Sr.Executive

Business Development

Job details: Corporate Clint Support and Procurement local purchase and vendor estimate. Govt. Project Follow-up.

Working Year: 01-Apr-2018 to 01-sep-2019

Mashnoons Computer LTD

Executive

Procurement and Sales

Job details: Corporate Clint Support and Procurement local purchase and vendor estimate. Sales team monitoring.

Working Year: 01-Jan-2017 to 01-Apr-2018

Walton Group

Asst. Senior Officer

Customer Care and Cell Phone department

Job details: Corporate Clint Support and Responsibility Customer Care/Call center (inbound-outbound, product information responsibilities.

Working Year: 01-Jun-2013 to 31-Dec-2016

STAR Cineplex (Show motion pvt LTD)

Officer

Customer Care

Job details: Corporate Clint Support and Responsibility Customer VIP program and another program arrange and Team management

Working Year: 20-nov-2010 to 30-May-2013

Acer Laptop and Computer Main Showroom

Officer

Customer Care and Seals

Job details: Customer Problem Support and Other Customer IT product Problem solved out.

Working Year: 15-Feb-2008 to 20-sep-2009



SKILLS

- Proficiency in MS Word, Excel, PowerPoint and fluent English typing (30 wpm).
- Prompt decision making and problem-solving skill.
- Effective communication skill in Bengali and English.
- Ability to build rapport and contribute as a team member.
- Attitude of meeting deadline.
- Adaptability to cope up with dynamics.



EXTRA-CURRICULAR ACTIVITIES

- Member of FIU Debating Club, Creative Marketing club, Business Club
- Coordinated various cultural, social and humanitarian activities.



PERSONAL INFORMATION

Father's Name : Late, A.K.M Akteruzzaman Akand
Mother's Name : Hasina Akter
Marital Status : Single
Religion : Muslim
Date of Birth : 17-07-1992
Nationality : Bangladeshi
Blood Group : B+
National ID card : 6417635635



DECLARATION

I, hereunto declare that the statements and the information stated in this "Curriculum Vitae" are true and correct to the best of my knowledge and belief.

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Signature

