

MAILING ADDRESS

Md. Shajalal

Mrs. Saleha Villa, Holding # 42, Plat # 2/E (5th Floor), Road # 03,
Chunkutia Purbopara, South Keraniganj, Dhaka-1310.

E-mail: shajalalprodhania@gmail.com

Mobile: +8801815984705



CAREER OBJECTIVE

To pursue a highly rewarding career, seeking for a job in challenging and healthy working environment where I can utilize my skills and knowledge efficiently for organizational growth.

EXPERIENCE

- 1. Sr. Executive (July 01, 2019 to Continue)**
Sales Division, SUZUKI Passenger Car
Uttara Motors Ltd.
- 2. Executive (February 01, 2017 to June 30, 2019)**
Sales Division, Runner Automobiles Ltd.
Runner Group
- 3. Sr. Sales Officer (March 25, 2015 – January 31, 2017)**
Sales & Development Division, Walton Plaza.
Walton Group.

EDUCATIONAL RECORD

Name of the Program	: Masters of Business Administration (MBA)
Name of the Institution	: Jagannath University
Major	: Marketing
Result	: CGPA 3.36 (Out of Scale 4.00)
Name of the Program	: Bachelor of Business Administration (BBA)
Name of the Institution	: United International University
Major	: Marketing
Result	: CGPA 3.12 (Out of Scale 4.00)

Name of the Exam : **Higher Secondary Certificate (HSC)**

Name of the Institution : Blue Bird School & College

Group : Business Studies

Result : GPA 4.60 (Out of Scale 5.00)

Year of Passing : 2009

Board : Sylhet

Name of the Exam : **Secondary School Certificate (SSC)**

Name of the Institution : Rajargaoan High School

Group : Business Studies

Result : GPA 4.00 (Out of Scale 5.00)

Year of Passing : 2007

Board : Comilla

TRAINING

Training Title	Topics	Institute	Location	Year	Duration
Training on "Professional capacity building & workplace soft skills development"	How an employee can build professional capacity & develop workplace soft skills	Maruti Suzuki Training Academy (MSTA), India	Uttara Service Limited. 124 Uttor Begun Bari Rd, Dhaka-1208.	2020	2 Days
Training on "Personal Leadership"	How an employee can build Personal Leadership in Workplace.	Maruti Suzuki Training Academy (MSTA), India	Uttara Service Limited. 124 Uttor Begun Bari Rd, Dhaka-1208	2019	2 Days

SKILLS

Language : Good command of spoken and written communication skill in both English & Bengali.

Computer : Familiar with Microsoft Office, Internet essentials and comfortable with advanced technologies and software.

EXTRA CURRICULUMS

- ❖ Member of UIU Business Club.
- ❖ Engaged with Blood donation activities
- ❖ Engaged with cultural program at UIU.
- ❖ Worked as a Representative of **JAGGO** Foundation one-day street activities for the street children in 2011.

PERSONAL INFORMATION

Full Name : Md. Shajalal
Father's Name : Md. Delwar Hossain
Mother's Name : Nasima Begum
Date of Birth : 7th February, 1991
Present Address : Mrs. Saleha Villa, Holding # 42, Plat # 2/E (5th Floor), Road # 03, Chunkutia Purbopara, South Keraniganj, Dhaka-1310.
Permanent Address : Village: Ichapura, P/O: Nasirkote, P/S: Haziganj, Dist: Chandpur.
Religion : Islam
Nationality : Bangladeshi by Born
Blood Group : O+ (ve)

REFERENCES

Sujan Kunda Associate Sales Manager Retail Banking, IPDC Financing Ltd. Phone Number: +8801711852388 E-Mail: kundasujan@gmail.com	Md. Sharifuzzaman Assistant Manager, E & A ACI Hygiene Products, ACI Limited Phone Number: +8801709644112 E- Mail: Sharifuzzaman@aci-bd.com
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I do hereby declare that particulars provided in the resume are true to the best of knowledge and belief.



MD. SHAJALAL