



Asif Mahdi

CAREER OBJECTIVE

"To work on a challenging job profile which provides an opportunity to enhance my technical skills and knowledge, it would provide me with an insight into new aspects so that my career can be flourished"

Date of Birth: 2nd March 1995

Address:

312/2-5/B, Natunbag, Taltola,
Khilgaon, Dhaka-1219

Mobile:

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E-Mail:

asif.mahdi@northsouth.edu

LinkedIn:

<https://www.linkedin.com/in/asi-f-mahdi-12b668132/>

IT Skills:

MS Word
MS Excel
MS PowerPoint
SPSS
Marvel Prototype
Adobe basic tools

Language Skills:

Fluent English
Native Bengali
Chinese-Mandarin (learning curve)

Interests:

Playing cricket
Travelling
Gardening
Knowing new innovations

EDUCATION

2018-2020

MBA, Institute of Business Administration (IBA)

Jahangirnagar University (Major- Supply Chain Management, Minor- HR)
Result- CGPA 3.03

2013 – 2017

North South University

Bachelor in Business Administration (Major- Finance & Accounting)
Result - CGPA 3.03

2012

Engineering University School and College

Higher Secondary Certificate (HSC)
Result - GPA 5

2010

Motijheel Govt. Boys' High School

Secondary School Certificate (SSC)
Result - GPA 5

WORK EXPERIENCES

Dec'19-Current

Base Technologies Ltd.

Position: Professional, SCM

Responsibilities

1. RFQ participation, Costing BOQ, Sourcing and Procurement
2. Preparing purchase requisition, Issuing work order, Vendor management, Vendor negotiation, Contract management, Vendor payment processing, WIP follow up.
3. Preparing docs for L/C opening, PI, CI, PL, Shipment follow up, dealing with C&F, Transport management up to warehouse.
4. Bill Settlement for local and global vendor

March '19 –Oct'19

Grameenphone Ltd.

Position: UX Research Lead

Responsibilities:

1. Develop research strategies and proposals and execute on time and on budget
2. Managing the usability and accessibility testing process from recruiting participants, designing test tasks, and preparing discussion guides to test moderation analysis and presenting results.
3. Effectively communicating user research findings to the team and the wider organization.
4. Working closely with designers and developers to turn user research findings into stories and actions that lead to valuable product and service features.
5. Leads user research planning, execution, analysis and reporting.

Jan'18 - Jan'19

Livingtex Global

Position: E-Commerce Executive, Business development

May'17 - July'17

UniCap Securities Limited (Internship)

Position: Research Associate

References

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