

MD. ZAKIUL AZAM SHUVO

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Career Objective:

To acquire a challenging career with a solid company utilizing the opportunity to offer proven and developing skills within the company.

Work Experiences:

Taskeater (2018 – Cont.)

CRP Building, Mirpur 14

Data Analyst

- Data Transcription
- Content Moderation
- Data Entry & Analysis
- Backend Developer

Credit Rating Agency of Bangladesh (CRAB)

Panthapath, Dhaka-1215.

Intern

- Inputted financial data to the excel file from the client's annual report
- Collected client's information and meet them.
- Visited banks and client's office

Maksons Spinning Mills Limited (2017 – 2018)

Uttara Model Town, Dhaka 1230

Assistant Supplier

- Calculating and keeping records of daily revenues & expenses

Educational Qualification:

Bachelor of Business Administration (BBA):

North South University

Passing year: 2018

1st Major: Accounting & Finance

Major CGPA: 3.32

2nd Major: Management Information System

CGPA: 3.23(In scale of 4.0)

Higher Secondary Certificate (HSC)

National Ideal College

Passing year: 2012

Group: Business Studies

GPA: 4.90 (In scale of 5.0)

Secondary School Certificate (SSC)

A.K. High School and College

Passing year: 2010

Group: Business Studies

GPA: 4.94 (In scale of 5.0)

Skills:

Computer Skills	Managerial Skills
Microsoft Word ★★★★★☆	Have patience to work in extra hours
Microsoft Excel ★★★★★☆ (Logical Functions, Lookup & Reference Functions, Absolute and relative cell referencing, Naming)	Can complete projects successfully before deadlines
Power Point ★★☆☆☆☆	Managing time effectively
Database Management Systems (SQL)	Networking with group mates
Programming (Java, C++)	Work with integrity
Statistical Package for the Social Sciences (SPSS)	

Courses:

- Taxation
- Intermediate Accounting
- Bank Management
- System Analysis and Design
- Data Communication and Networking
- Database System

Project Works:

- Stock Market Analysis on Market Watch
- An In Depth Analysis of Operational Management Process of Royal PVP Pipe
- Project Report of Financial Analysis
- Portfolio Optimization and Efficient Frontier

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High

Personal Details:

Date of Birth : December 12, 1993
Nationality: Bangladeshi
Marital Status : Single

Reference(s):

Reference: 01

Name Muin Uddin Ahmed
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