

CURRICULUM VITAE OF

MONIRUL ISLAM



Contact details:

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Skills Gained:

- Good interpersonal skills.
- Ability to work according to the schedule in any challenging situation.
- Ability to establish a relationship quickly with others.
- Very good stress management.
- Self-confidence and the ability to transfer optimism.
- Gained vast computer Knowledge.

Language Proficiency:

- Bangla-Medium
- English-Medium

Professional Certificate Course:

Training Title	Institute	Duration
Graphic Design	Rana Graphics	6 Month /2019

Career Objective:

To work in a responsible position in a well-reputed national or multinational organization, preferably in Non-governmental organization and related fields to utilize my creativity, sincerity, skill, and performance. I want to be a perfect working hand of the Institution to attain its goal and to build up my career. I like new technologies and development. I am a hard worker and my specialty is hard work, responsibility and finish my work within due time. I like to work more time if my organization needed me. I am a dedicated worker. I can work continuously for a long run.

Training Summary:

Training Title	Topic	Institute	Year	Duration
Institute of Modern Languages	English Language	University Of Dhaka	2020	Six Months (Running)
Diploma In Computer Science & ICT	Computer Fundamental, MS Office, Program, Networking, Software and Troubleshooting Hardware Maintenance.	SIT foundation	2009	Six Month
Mastering Customer Service	1. Balancing Professionalism With Personality. 2. Constructive And Active Listening. 3. Strategic Problem-Solving. 4. Time Management. 5. Effective Communication.	Bangladesh Association of Call Center & Outsourcing (BACCO)	2017	Three Month

Computer Skills:

- Windows Operating Systems (97 to 10) all update.
- Office Automation- Microsoft Office.
- Excel, Word, Access, and PowerPoint.
- Internet and E-mail operation.
- Graphics Design Software: Adobe Illustrator.
- Photo Editing Software: Photoshop.

Extracurricular Activities:

- Students representative (2013)
- University sports awards (2016)
- University sports awards (2017)
- Writer & Editor (Usscsch)
- Member of badhon blood donation organization.

**Present Address:**

House : #17, 5th Floor,
Road : #13, Shantibag,
 Dhaka-1217.

**Permanent Address :**

Village : Hossenpur,
Post : Roghunathpur
P.S : Kaligonj,
District : Shatkhira.

Personal Details:

Father's Name : Jamat Ali
Mother's Name : Masura Khatun
Date of Birth : April 03, 1992
Gender : Male
Marital Status : Single
Place of Birth : Satkhira
Nationality : Bangladeshi
Religion : Islam
Blood Group : A (+tive)
National ID No. : 19928714747000251
Passport Number : BQ0203935

Signature of Applicant**MONIRUL ISLAM**

Updated: February, 2020

Educational Qualifications:

- 📄 **Masters of Social Science** : **Social Welfare University of Dhaka**
 Result/CGPA: 3.65 out of 4.00
 Passing Year: 2016
- 📄 **B.S.S (Hon's)** : **Social Work**
 National University
 Result /CGPA:3.11 Out of 4.00
 Passing Year: 2013
- 📄 **H.S.C / Alim** : B M Education Board.
 Result / GPA: 4.00 out of 5.00
 Passing Year: 2009
- 📄 **S.S.C / Dakhil** : B M Education Board.
 Result / GPA: 4.67 out of 5.00
 Passing Year: 2007

Hobbies:

- ☒ Traveling
- ☒ Play Cricket
- ☒ Reading Newspaper
- ☒ Internet Browsing
- ☒ Creative Design

Reference: 01

Md Sadekur Rahman
Manager Admin

Bangladesh Sugar and Food Industries Corporation
 Chini Shilpa Bhaban
 3, Dilkusha Ba-A, Dhaka-1000
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Reference: 02

Md. Tawohidul Haque
Assistant Professor

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