

RESUME OF **TAJULISLAM**



OBJECTIVE

Seeking for a suitable and challenging job position in your reputed and established organization with opportunity in professional advancement and personal enrichment.

EDUCATION

- **Diploma In Computer Science & Technology**
National Youth & Young Training Institute, Bangladesh
Duration : OneYear
- **Higher Secondary Certificate**
Year : 2004
Institution : Dhaka Biggan College, Bangladesh
Board : Dhaka
- **Secondary School Certificate**
Year : 2000
Institution : Shah Noori Model High School
Board : Dhaka

WORK EXPERIENCE

Employer: - **AL BADI TRADING, DOHA, QATAR**
Designation: - Spare Parts In charge (**YAMAHA MOTORCYCLES SECTION**)
Duration : -1st May 2017 to Present

Employer: - **AL MUSHIRI CO. DOHA, QATAR**
Designation: - Sales Executive (**YAMAHA MOTORCYCLES**)
Duration : -2011 to 30th March 2017

Responsibilities:

- Welcome customers into the store; offer them advice on the available products.
- Demonstrate appropriate products to meet their needs and wants
- Arranged and display merchandise to promote sales.
- Check stock levels daily and report to the Stock controller.
- Communicate to customers the information on special offers/ sales promotion.
- Maintain record related to sales.
- Have a passion for providing quality customer service and good skill and desire to excel the highest target of sale.
- Using computerized Sales systems.

SKILLS

Computer Skill : MS Office (MS Word, MS Excel), Adobe Photoshop, Adobe Illustrator & Internet.

Language : Proficiency in reading, writing and speaking in English.
Proficiency in speaking in Arabic & Hindi.

KEY QUALIFICATIONS

- Capable to work under immense pressure and in a challenging work environment
- Skills in analytical thinking and problem solving
- Self-motivation and honesty

PERSONAL INFORMATION

Father's Name : Ruhul Amin
Date of Birth : 10th February, 1983
Blood Group : O+
Marital Status : Married
Nationality : Bangladeshi
Religion : Muslim
Gender : Male
Passport No : BA 0242069
Passport Issue : 16 Jan, 2014
Passport Expired : 15th Jan, 2019
Qatar ID No : 28305006371

Present address : **Al Badi Trading Co.**
Doha, Qatar

Permanent Address : Village: Fenapushkarani, Post: Amzad Hat
Police Station: Fulgazi, District: Feni, Bangladesh

Phone : **Cell +974 77648024**

E-mail : life_confused24h@hotmail.com

CERTIFICATION

I, the undersigned certify that to the best of my knowledge and belief, this resume correctly describes myself, my qualifications and my experiences. I take full responsibility and accountability of the same.

Signature

Date:
