

Curriculum Vitae of

A. M. HASIBUR RAHMAN

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Career Objective:

My Objective is to have a Growth Oriented Position in a Professionally Managed and Dynamic Organization which Provides Ample Opportunities for Development and Responsibilities to Contribute towards Organization Success.

Academic Qualification:

Masters of Business Administration (MBA)	Institute: Bangladesh National University Subject: Management CGPA: 3.13 out of 4 Year: 2017
Bachelor of Business Administration (BBA)	Institute: Bangladesh National University Subject: Management CGPA: 3.02 out of 4 Year: 2016
Higher Secondary Certificate (HSC)	Institute: Jashore Shikkha Board Model College, Jashore Subject: Business Studies GPA: 4.30 out of 5 Year: 2012
Secondary School Certificate (SSC)	Institute: Badshah Faisal Islami Institute, Newtown, Jashore Subject: Business Studies GPA: 4.81 out of 5 Year: 2010

Specialization:

- ✓ Ability to work under pressure with Patience
- ✓ Able to take any responsibility
- ✓ Excellent Interpersonal skills
- ✓ Team Work
- ✓ Can do attitude
- ✓ Quick learning ability

Career & Application Information:

Looking for : Mid level job
Available for : Full time
Preferred Location : Any

Area of Interest:

- ☐ Try to keep myself updated about tech information.
- ☐ Internet based works.
- ☐ Learning different Languages

Training Received:

6th New Generations Seminar 2018	Topic: *Entrepreneurship and Leadership *Importance of Skills Competencies and *Appropriate Employment
Duration: 6 Hour's	Institute: Rotary Club of Greater Jashore.
Modern Office Management	Topic: *Office management *Ms Word & Excel
Duration: 6 month's	Institute: Youth Development Organization
Outsourcing and Entrepreneurship	Topic: *Entrepreneurship and Innovation *Importance of Total Grooming & Soft Skills and *Skills-Right to youth and Social Empowerment
Duration: 15 Day's	Institute: Youth Development Organization
Database Programming	Topic: *Microsoft Word / PowerPoint / Access / Excel
Duration: 6 month's	Institute: Shaon Computers (Course under Technical Education Board, Bangladesh)

Language Proficiency:

Language	Reading	Writing	Speaking
English	Excellent	Excellent	Very good
Bangla	Excellent	Excellent	Excellent

Extracurricular activities:

- Member of Rotary Club of Greater Jashore.
- Young Volunteer of UNDP “Digital Khichuri (Idea hunting for social development)” project, October-December 2018.
- Donor & Member of Jashore Blood Bank.
- Former Young Journalist of Relief International Hunger project, 2009-2010.

Computer Literacy:

- ✓ Microsoft Office [Word Document, Excel(Basic), PowerPoint]
- ✓ Typing Speed: 30WPM
- ✓ Email Communication, Web & Data Research.

Working Experiences:



Position: Executive Officer

Duration: May 2016 -Continuing

Department: Sales & Marketing

Company: Green Water Solution Ltd.

Company Location : House-146, Road-01, Mirpur DOHS, Dhaka.

Duties/Responsibilities:

Sales and Marketing (B2B / B2C), Company and Product Promotion, Customer Service.

Career Summary:

I have in total more than 3 years of experience in Field work and among them i have more than 3 years of Sales and Marketing experience. Before that I worked for few years on field as a trainee project coordinator in a International NGO. And also I did some short term social development project work.

Personal Details:

Date of Birth : August 05, 1995
National ID : 1487172395

Mailing Address

C/O: A M Abul Kalam

House No -18, Block - D, Area - N.S. Town, P.O: Education Board- 7401,
Sub-district - Sadar, P.S: Kotwali, District: Jashore.

Reference:**Mohammad Tariqul Islam**

Country Director

Justice and Care

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