



MITHU CHAKMA

ckmithu@gmail.com

Experiences

February 2019 – Present

Event Officer • Fosholi • IDSS Project, ACI Agribusiness

August 2017 – November 2017

Elite Walker • Google Infill Bangladesh

October 2015 – October 2016

Junior Admin Executive • WebAble Digital

June 2012 – November 2015

Committee Member & Treasurer • Dhaka District • Volunteer for Bangladesh

2013 and 2015

Registration Coordinator • TEDx Dhaka

Workshops

- **“Role of an Active Citizen in a society, Active Citizens Youth Leadership Program”** - organized by British Council Dhaka at EMK Center in 2014.
- Workshop on **“Online Terrorism”**.
- **“Emergency Medical Assistance, First Responders Training”** - organized by Operation Smile and Volunteer for Bangladesh at **American Center** in 2013.
- **“Develop a Brand”** - organized by INDEPENDENT TV at University of Dhaka in 2014.

Skills

- Microsoft Office Word, PowerPoint and Excel.
- Analytical skills and public relations.
- Decision making, team management, training, development



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and consulting.

- Department budgeting, performance metrics, project work.

Achievements

- **Best Team Monitor** (Volunteer for Bangladesh)
- **Best Brand Promoter** around 14400 people in 24 Districts, 48 Upazilla in one month.
- 200 **volunteer supervision** in T20 World Cup 2014 and networking with sponsors.

Communication

English - Professional Working Proficiency, in speaking and writing.

Bangla - High proficiency, in speaking and writing.

Education

- B.Sc. in Laboratory Technology, Bangladesh University of Health Sciences (BUHS), CGPA: 2.85 out of 4, 2019.
- H.S.C, Science, Western College, GPA: 2.80 out of 5, 2012.
- S.S.C, Science, Segun Bagicha High School, GPA: 4.56 out of 5, 2008.

References

- **Kovi Rakshand**
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- **Faiyeed Ahmedul Hye**
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