



# MD.SHAIAN TOWSIF

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## EDUCATION

**BBA**, EAST WEST UNIVERSITY  
CONCENTRATION: **MARKETING**  
CGPA: **3.12 OUT OF 4.00**  
PASSING YEAR: **DECEMBER 2019**

**HSC**, NATIONAL IDEAL COLLEGE  
CONCENTRATION: **BUSINESS STUDIES**  
GPA: **4.75 OUT OF 5.00**  
PASSING YEAR: **2015**

**SSC**, FAIZUR RAHMAN IDEAL INSTITUTE  
CONCENTRATION: **BUSINESS STUDIES**  
GPA: **4.88 OUT OF 5.00**  
PASSING YEAR: **2013**

## WORK EXPERIENCE

**JUNIOR EXECUTIVE-SALES**, GOVERNMENT SYSTEMS AND ENTERPRISE SOLUTIONS (JULY 2020-DECEMBER 2020)  
**LEADS CORPORATION LIMITED**

- SEARCH FOR TENDERS FOR RELEVANT FIELD
- MAKING EOI (EXPRESSION OF INTEREST) FOR RELEVANT TENDERS
- SEARCH FOR POTENTIAL ERP (ENTERPRISE RESOURCE PLANNING) CUSTOMERS
- PERSONAL MARKETING FOR ERP
- ARRANGE DEMO FOR POTENTIAL CUSTOMERS OF ERP

## EXTRACURRICULAR ACTIVITIES

**SENIOR ASSOCIATE MEMBER** (FEBRUARY 2017-AUGUST 2018)  
**EAST WEST UNIVERSITY BUSINESS CLUB**

**INTER UNIVERSITY BUSINESS PLAN COMPETITION 2017:**  
**ORGANIZER AND OPERATIONS**

**CAREER CLINIC 2018:**  
**FLOOR IN-CHARGE OF OPERATIONS AND VOLUNTEER MANAGEMENT**

**BRAND AID 2018:**  
**OPERATIONS AND LOGISTICS**

## CONTACT ME AT

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## CAREER OBJECTIVE

MY OBJECTIVE IS TO IMPLEMENT THE SKILLS PRACTICALLY THAT I HAVE LEARNED. MY GOAL IS TO DEVELOP AND SHARPEN MY SKILLS GRADUALLY BY WORKING WITH ALL MY HEART.

## SKILLS SUMMARY

MS OFFICE  
ORGANIZING  
TEAMWORK  
VOLUNTEER  
MANAGEMENT  
COMMUNICATION

## REFERENCE

**DR. JASHIM UDDIN**  
ASSOCIATE PROFESSOR  
DEPT. OF BUSINESS ADMINISTRATION  
EAST WEST UNIVERSITY  
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**ASHRAF SIDDIQUEE**  
HEAD OF BUSINESS DEVELOPMENT  
GOVERNMENT SYSTEMS AND  
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