

RESUME OF MD. KABUL SHORIF



Contact Info:

House No# 904/1, Monipur Molla Road

Mirpur-2, Dhaka-1216.

Cell No: +880 01681775600

E-mail: kabul_shorif@yahoo.com

Career Objective

I want to work in such an environment where I can exercise my creativity, potentialities & acquired knowledge to build up my career as well as to contribute in the comprehensive team effort to achieve the goal of the organization.

Academic Qualification

Bachelor of Business Administration (BBA)

Institution Name : Utra University
Department : BBA
Major & Minor : Finance & Accounting
Result : CGPA-3.19
Year of Completion : 2017

Higher Secondary Certificate (H.S.C)

Institution Name : Govt. Bangla Collage.
Board : Dhaka
Group : Business Studies
Result : GPA-3.90
Year of Completion : 2012

Secondary School Certificate (S.S.C)

Institution Name : Bangladesh-German Technical Training Centre.
Board : Dhaka
Group : Science
Result : GPA-4.36
Year of Completion : 2009

Personal Highlights:

1. I have been completed **Office Application for Smart Office** from “University of Dhaka” for a period of 14 weeks from January 2015 to March 2015.
2. I have been completed **Statistical Package for the Social Sciences (SPSS)** from “Uttara University” for a period of three month from January 2016 to March 2016.
3. I have been successfully completed **A day-long workshop** on MS Word, Excel & PowerPoint organized by **UU Business Club, Uttara University** on 11 April, 2015.

Experience:

I have 6 months internship experienced by Agrani Bank Ltd.

Key Strength

Ability to Work Independently Under Pressure
Business Oriented Mind-set.

Computer & Internet Skill

OS/Platform : Microsoft Windows XP, 7, 8, 10 Sound knowledge
Of essential Software
Office Packages : MS Office 2003, 2007, 2010 (MS Word, MS Excel,
MS PowerPoint).
Others activity : Sent and receive E-mail, Browsing website.

Language Skill

Fluent in both verbal and written aspect in the following languages: English and Bangla. Impressive presentation skill.

Self Appraisal

- Willingness to accept responsibility and being responsible, taking initiative and performs accordingly
- Creative thinker with the ability to produce creative & pragmatic solutions to complex issues.
- Good interpersonal skills with the ability to achieve results by influence & persuasion.

Personal Information

Name : Md. Kabul Shorif
Father's Name : Md. Muslim Shorif
Mother's Name : Bokul Begum
Permanent Address : Vill: Nanguli, P.O: Harkhali,
P.S: Nalcity, Dist: Jhalokathi.
Date of Birth : 18/04/1992
Sex : Male
Height : 5.7"
Marital Status : Unmarried
Religion : Islam
Nationality : Bangladeshi

Reference

Md. Alomgir Hossain
Senior Officer
Sun Pharmaceutical Industries Ltd.
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Cell: +88 01911218992

Md. Tanjil Hasan
Executive Officer
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Declaration

I declare that the above all information I have given is true.



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MD. KABUL SHORIF