



## Resume of **ADIB RAHMAN**

**Address** : House No. 50,Road No. 10,  
South Bishil,Mirpur-1,Dhaka-1216  
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[adib.mostafagroupbd@gmail.com](mailto:adib.mostafagroupbd@gmail.com)

### Career Objective:

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To explore the challenges and opportunities of real office environment and to work alone and with other to achieve personal as well as goal organization goal with merit, diversity and commitment.

### Career Summary:

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- \*Strong communication skill and leadership ability.
- \*Self motivated and flexible mentality.
- \*Capable of working in a team of cross-cultured environment and under pressure.
- \*Able to adapt very fast with new places and people.

### Special Qualification:

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- \*Well-groomed appearance.
  - \*Polite, respectful, and courteous manners.
  - \*Responsible, efficient, and flexible.
  - \*Ability to work in a fast-paced, intense environment smoothly.

## Employment History:

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### \* HR and Development Executive Officer.

**Duration** : July 1,2016-September 30,2018.  
2.3 Year(s)  
**Company** : Mostafa Group of Industries.  
**Company Location** : Chittagong, Bangladesh.  
**Sector** : Transport Department under  
Mostafa Motors Limited.  
**Responsibilities** : Admin, Project Operation Management.

### \* Project Coordination. Contractual Basis.

**Duration** : February 1,2019-June 30,2019.  
5 Months.  
**Company** : Mostafa Group of Industries.  
**Company Location** : Chittagong, Bangladesh  
**Sector** : Mostafa Motors Limited.  
**Responsibilities** : Field Project Coordination.

## Academic Qualification:

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### \*Exam Title : Bachelor of Science (Hon's)

**Major** : Economics.  
**Institute** : Bangladesh University of Business & Technology (BUBT)  
**Result** : CGPA 3.37 out of 4.00.  
**Duration** : 2012-2015.

### \*Exam Title : HSC.

**Major** : Science.  
**Institute** : Birshreshtha Munshi Abdur Rouf Public School & College.

Result : GPA 4.3 out of 5.00.  
Duration : 2009-2010.  
\*Exam Title : SSC.  
Major : Science.  
Institute : Motijheel Model High School & College.  
Result : GPA 5 out of 5.00.  
Duration : 2007-2008.

## Career & Application Information:

Looking for : Mid Level Job.  
Available for : Full Time.  
Preferred Job Sector : Organization/Industries/Development Sector.  
Preferred District : Dhaka.

## Personal Details:

Father's Name : Niaz Md. Tarik  
Mother's Name : Rawshon Ara  
Date of Birth : June 27, 1992  
Gender : Male  
Marital Status : Unmarried  
Nationality : Bangladeshi  
National Id No. : 5526326219  
Religion : Islam  
Current Location : Dhaka

Language  
Proficiency : Bangla & English.

Computer  
Proficiency : MS Office-Word/Excel/Power Point/Internet Browsing/Email  
Hobby : Photography & Travel.

## Permanent Address:

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Village : Shahbazpur Masterpara.  
Union : Shahbazpur.  
Thana : Sarail.  
District : Brahmanbaria.

## Reference(s):

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**\*Sharif Imran Hossain.**  
Assistant Manager (Accounts & Finance).  
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**\*Mezba UI Gaffar .**  
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Dhaka-1000,Bangladesh.

**\*Mashfiqur Rahman.**  
Managing Director.  
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**\*Moinul Haque.**  
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