

*Curriculum Vitae*  
*Of*  
*MD. SOHEL*



**Md.Sohel**

**BRAC-CDM, Rajendrapur.**

**Holding No: 865, Bhawal Mirzapur, Joydevpur, Gazipur.**

**E-mail: misohel1988@gmail.com**

**Cell: +8801914 120 426**

**Career Objectives:**

To serve in an organization where I get a suitable environment to utilize my gathered knowledge and who provide me the scope of career development through careful evaluation of my competence. Implement my knowledge & skill from 5 years Experience.

**Career Summary:**

- Presently working as a Senior Procurement Officer at BRAC & have 5 years' experience in Non-profit, Trading & Services sector in all around Supply Chain Management, Sourcing, Purchase, Logistics, Procurement & Sustainable Business Planning, Brand and Communication, Positioning & Development arena.
- Accomplished all the personal target & functional role as well as took part in Cross-functional activities with job enlargement & enrichment as well as diversified job responsibilities.
- A result-oriented Supply Chain professional, driven by the desire to excel business by utilizing new concepts, along with expertise in sustainable business development & channel development.
- Established track record of increasing operating expenses, compliances & donor requirement that impacting project sustainability & assured operational excellence with innovative thoughts & techniques by leading the team.
- Demonstrated Confirmed expertise in surpassing goals, attaining corporate objectives and exceeding stakeholder expectations in a highly compliant environment.
- Sound in Business Planning, Sourcing, Category Management, Spend Analysis, Negotiation, Budgeting & Operations Management in logistics, admin, communication, commercial & customer Service work.

**Educational Qualification:**

➤ **01. Masters of Science (MSC)**

Name of the Institute : National University of Bangladesh (Dhaka College)  
Subject : Psychology  
Result : 2<sup>nd</sup> class  
Passing Year : 2015

➤ **02. Bachelor of Social Science (BSC)**

Name of the Institute : National University of Bangladesh (Dhaka College)  
Subject : Psychology  
Result : 2<sup>nd</sup> class  
Passing Year : 2013

➤ **03. Higher Secondary Certificate (HSC)**

Name of the Institution : Govt. Bangla College  
Group : Humanities  
Board : Dhaka  
G.P.A : 3.20  
Passing Year : 2006

➤ **04. Secondary School Certificate (SSC)**

Name of the Institution : Mohanganj Pilot Govt. High School  
Group : Business Studies  
Board : Dhaka  
G.P.A : 3.50  
Passing Year : 2004

**Professional Qualification:**

Course Name : **Postgraduate Diploma in Logistics & Supply Chain Management.**  
Name of the Institution : Academy of Business Professionals (ABP)  
Office : 44 F/7 , Rongon Tower West Panthapath, Dhaka.  
Passing Year : September 2019

**Experience:**

➤ **BRAC Services Limited, (BRAC-CDM).**

Position : **Sr.Procurement Officer (Head of Purchase & Sales)**  
Duration : 1<sup>st</sup> March 2016 to till  
Office : BCDM Rajendrapur, Holding No: 865, Bhawal Mirzapur, Joydevpur, Gazipur.

### Computer Skill:

- Acquainted with Computer basics & skilled in Microsoft Office,
- MS Word, MS. Excel, PowerPoint.
- E-mail Corresponding & Social Communication.
- Adobe illustrator & photoshop.

### Language Proficiency:

- \* Excellent Communication capabilities in Bangla & English.

### Extra Curriculum Activities:

- \* **Good Command and specialty over presentation**
- \* **Interest & Hobbies :**
  - Reading Newspaper & Story Book
  - Social interest
  - Traveling
  - New Software Analysis

### Personal Details:

**Name** : **Md. Sohel**  
**Father's Name** : Md. Babul Mia  
**Mother's Name** : Asma Akter  
**Present Address** : BRAC CDM Rajendrapur, Holding No: 865, Bhawal Mirzapur, Joydevpur, Gazipur.  
**Permanent Address** : Road: Thana Road, Word: 09, Thana & Post: Mohanganj, District: Netrakona.  
**Blood Group** : (-AB)  
**Date of Birth** : 08/01/1988  
**Religion** : Islam  
**Marital Status** : Married  
**Nationality** : Bangladeshi by Birth  
**Contact Number** : +8801914 120 426

### Reference:

<b>Name: M. Salim Chowdhury</b> Designation: Assistant Professor- Psychology. Organization: Dhaka College. Office: New market Dhaka. Chamber: Room: 05 (5 <sup>th</sup> floor), 19 Green Road, Dhaka 1205. Mob. : +8801913 615 576 Email: chowdhurym2002@yahoo.com	<b>Name: Arun Krishna Paul</b> Designation: Assistant Commissioner & Executive Magistrate. Organization: Bangladesh Civil Service. Office: Office of the Deputy Commissioner, 16 Johnson Road, Dhaka 1100, Bangladesh. Mob. : +8801987 852 008 Email: aruncse2007007@gmail.com	<b>Name: Md. Rafiqul Islam</b> Designation: Manager-Accounts & Finances. Organization: BRAC Services Limited. Office: BRAC-CDM, Rajendrapur, Holding No. 865, Bhawal , Mirzapur, Gazipur. Mob.: +8801787 680 941 Email: rafiqul.ism@brac.net
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### Declaration:

I, the undersigned, do hereby declare that the above information provided by myself is true and correct; I will be liable for any misinformation.

*Md. Sohel*  
**Signature**