

CURRICULUM VITAE OF MD KHALED NOOR



PERSONAL INFORMATION

Name : Md Khaled Noor
Date of Birth : 25th December, 1988
Father's Name : Md Kasab Ali
Mother's Name : Bireza Begum
Present Address : Nowagaon, Dashgor, Bishwanath, Sylhet
Permanent Address : Nowagaon, Dashgor, Bishwanath, Sylhet
Mobile : 8801714676320
Email : mdkhalednoor@gmail.com
NID No : 8218213638

PROFILE

To establish myself in a well-know organization where favorable environment and huge opportunities are given for building the career in the light of dynamism, honesty, enthusiasm, challenging & changing environment and occupying both the psychological & organizational position.

EDUCATIONS

2008-2011 : **Bachelor of Business Administration (BBA)**
Metropolitan University, Sylhet
Major in Marketing
Result: CGPA-2.84 out of 4.00

2004-2005 : **Higher Secondary Certificate (HSC)**
Bishwanath Degree College
Group: Humanities
Result: GPA-2.70 out of 5.00
Passing Year: 2006

2002-2003 : **Secondary School Certificate (SSC)**
Hazrat Shah Jalal (R:) High School, Sylhet
Group: Humanities
Result: GPA-2.44 out of 5.00
Passing Year: 2004

SKILLS

- **Software:** SPSS-15v, Tally Software, Adobe Photoshop, Illustrator, MS words, Excel, Power-Point etc.
- **Language:** Bangle (Mother Tongue), English (good spoken & writing command)

EXPERIENCE

- I am Serving as a Assistant Manager of Ashiyana Furniture (Regal Furniture) at Fajilchith, Subid Bazar, Sylhet from February 2013 to 29 March 2020
(Responsibility: Regal Furniture, RFL Plastic Monitoring the Market Sales & Maintained Accounts Section)
- Internship on Brac Bank Ltd. Bishwanath Branch.
- As a Proprietor of M/s Khaled Enterprise at Zindabazar, Sylhet,

PERSONAL STRENGTH

- Good interpersonal skills.
- Capable to work under stress and take well-reasoned and timely decisions.
- Leadership and team building capacity.
- Able to work independently and within time frame.
- Enjoy working to meet challenge of quotes and other goal.
- Social Networking.

REFERENCES

1. **Dr. Mohammad Jamal Uddin**
Head, Dept. of Business Administration
Metropolitan University, Sylhet
Mobile: : +8801680264028
Email: muddin@metrouni.edu.bd
Relation: Academic
2. **Shah Mohsinul Haque Suyeb**
Executive Officer
NRBC Commercial Bank Ltd,
Botashar Branch, Sylhet
Mobile: +88 01672 203787

DECLARATION

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly described my qualification, my experience and me. I undersigned that my willful misstatement described herein may lead to my disqualification or dismissal.



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(Md Khaled Noor)