

RESUME Of

Md. Benjir Ahmed

LL.B. , LL.M. (Daffodil International University)

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CARRIER OBJECT

To pursue a highly rewarding carrier, seeking for a job in challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth. To succeed in an environment of growth and excellence and earn a job satisfaction and self-development and help me achieve personal as well as organizational goals.

WORKING EXPERIENCE

1. F.O (FIELD OFFICER)

Popular Life Insurance Company LTD
17.06.2018 – 20.04.2021

RESONSIBILIY

- Schedule and coordinate meetings.
- Conduct employee performance reviews.
- Develop good client relationships.
- Smooth out problems within the workplace.
- Address employee and client concerns.
- Develop strategies and goal achievement.
- Email and phone correspondence.
- Liaise between managers, client and employees.
- Provide direction to staff.
- Monitor & co-operate Manager.
- Collection.

ACHIEVEMENT

Saved the company time and money, increased performance, facilitated growth, met and exceeded work targets. One the other hand_

Increase “Strong leadership and initiative communication, excellent delegator and mediator, excellent customer service, quick decision making & problem solving abilities, Management, Motivate others & Multitask, challenges goal oriented and organized”.

2. PROGRAMME ORGANIZER (DABI)

Brac NGO
01.08.2022 from Ongoing

CARRIER HISTORY**VOLUNTEER AT 'DIU BLOOD DONATE' GROUP**

[Daffodil International University blood donate group is also work for gasping patient who seeking blood]

2016-2017

RESPONSIBILITIES

About four years experience in here

To make consciousness beyond public about it

To collect blood donator

To make communicate between donator and patient

ACHIEVEMENT

Re-organize something to make it better

It teaches me that how to convince people

Group work experience and per month at list one meeting organize which is support tackle challenged

Also know how to work under pressure

30% donator collected

THESIS

My honors level thesis, "An overview of ADR in Muslim personal laws Bangladesh perspective" which have conducted under the supervision of Md Saleh Mahmud, associate professor department of law at DIU.

My Masters level thesis, "Protection of Consumer Rights: Prospect and Implementation in Bangladesh Perspective" which I have conducted under the supervision Dr. Kudrat-E-Khuda Babu Assistant head of the law department of DIU.

MEMBERSHIP

Daffodil International University (DIU) Moot court society

DIU Debating club

PROFESSIONAL COURSES

- English spoken, writing and listening/ Safur's English Coaching center/ three month/ 2013
- English spoken, writing and listening/ Safur's English Coaching center/ three month/ 2011
- One month courses on Graphics design

EDUCATIONAL QUALIFICATION

LL.M./3.41/2018 Daffodil International University	LL.B./3.22/2014-2017 Daffodil International University	H.S.C/3.80/2011-2012 Amaresh Basu Degree Collage	S.S.C/4.19/2009-2010 Alokdia Pukhoria High School
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TRAINING

Training name	Training center name	Duration Training	Year
Diploma in Computer Science	Digital youth development IT Network	Six Month	2017

PROFESSIONAL
WORKSHOP/
SEMINAR

- Career development seminar, Dr. Reba Mondal and Dr. Sahjahan Mondal (Islami University, Kustia), arranged by DIU
- Creative Marketing use social media, speaker- Jahangir alom shovon, Motivational speaker
- Office management seminar arrange by 'BD jobs circular' facebook page.

COMPUTER SKILLS

- Working knowledge in Windows Operating Systems Windows XP-10.
- MS Word, Excel and Power Point and others.
- Internet Browsing.
- Photoshop.
- Data entry and data processing.
- Graphics design

LANGUAGE
PROFICIENCY

ENGLISH

Reading: fluently, **Writing:** fluently, **Speaking:** fluently

BANGLA

Native

PERSONAL
DETAILS

Name : Md. Benjir Ahmed
Father's Name : Sheikh Mohammad Abu Sayed
Mother's Name : Momtaz Begum
Permanent address : Vill: Charpukhoria, Post: Kamarkhali,
P/S: Modhukhali, Dist: Faridpur.
Date of Birth : 09/06/1995
Blood Group : B+ (B positive)
Religion : Islam (Sunni)
Nationality : Bangladeshi (By Birth)
Sex : Male
Marital Status : Married
National ID No : 6418564719

REFERENCE

Dr. Kudrat-E-Khuda Babu Associate Professor, Daffodil International University +8801716472306 kekbabu.law@diu.edu.bd	Md Rejaul Karim Professor Amaresh Basu Degree College +8801717863503 rekarim81@gmail.com
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I, the undersigned, certify that to the best of my knowledge and behalf, this resume correctly describes Me., my qualification and my experience. I understand that any willful misstatement described herein may lead to disqualification or dismissal if employed.

Signature

Md. Benjir Ahmed