

ZADID RAHAT DIP

Cell No: +8801780069335

Email: zadidrahato37dip@gmail.com

Holding No: 06, Horogram, Court Station,
Thana: Rajpara, Post: Rajshahi Court(6201),
Rajshahi, Bangladesh.



CAREER OBJECTIVE

Completed my post-graduation and developed my management skill. To make use of my interpersonal skills to achieve goals of a company that focuses on customer satisfaction and customer experience.

EDUCATIONAL ATTAINMENT

University of Rajshahi

Degree : MBA
Major : Human Resource Management
CGPA : 3.00 out of 4.00
Year of Passing : 2019

Varendra University

Degree : BBA
Major : Human Resource Management
CGPA : 2.59 out of 4.00
Year of Passing : 2018

Rajshahi Collegiate School & College

Degree : Higher Secondary Certificate (H.S.C)
Group : Business Studies
CGPA : 3.60 out of 5.00
Year of Passing : 2013

Rajshahi Collegiate School

Degree : Secondary School Certificate (S.S.C)
Group : Business Studies
CGPA : 4.19 out of 5.00
Year of Passing : 2011

COMPUTER CERTIFICATE

Office Application

Duration: 3 month.

Result : A+

HUMAN RESOURCE MANAGEMENT INTERNSHIP

BBA Internship:

January 2018 – April 2018

Topic: Loan Management.

Rajshahi Krishi Unnayan Bank, Godagari Branch.

MBA Internship:

September 2019 – November 2019

Topic: General Banking.

South East Bank Limited, Alu Potti, Rajshahi Branch.

PERSONAL SKILLS

- Have the ability to work independently as well as in team.
- Strong, proactive, hard-working, quick-learner, fast-thinker and easily adapt to diverse environment.
- Have the ability to do work under pressure or any challenging circumstances.
- Fluency in English and Bengali.

TECHNICAL SKILLS & COMPUTER LITERACY

- Proficient in Microsoft Office Word, Excel, Access, Power Point.
- IT Skills:
 - (i) Knowledge about WordPress Website Design & Development.
 - (ii) Knowledge about Search Engine Optimization (SEO), Social Media Marketing (SMM).
 - (iii) Knowledge about Graphics Design: Adobe Illustrator.
- Data entry based on bank account entries.
- Proficient in Windows Operating.
- Experience with the use of internet.
- Good command on E-mail.

WORKING EXPERIENCES

BKASH LTD

Post: TMS.

Location: Naogaon.

From July 2020 to September 2020.

BD WEB IT

Post: HR & Digital Marketer.

Location: Uposohor, Rajshahi.

From November 2020 to Present.

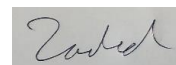
PERSONAL DETAILS

Mother's name : Tamanna Zakia
Father's name : Md. Awall Hossain
Date of birth : 1st January, 1996
Nationality : Bangladeshi
NID number : 6850142818
Religion : Islam
Marital status : Married
Blood Group : O+ (ve)
Sex : Male
Permanent Address : Holding No: 06, Horogram, Court Station, Thana: Rajpara,
Post: Rajshahi Court(6201), Rajshahi, Bangladesh.
Present Address : Holding No: 06, Horogram, Court Station, Thana: Rajpara,
Post: Rajshahi Court(6201), Rajshahi, Bangladesh.

REFERENCES

Name	Designation	Contact
Md. Mahbubul Kabir	Professor, Department of Management Studies, University of Rajshahi.	Cell No: +8801858444469
Syed Muhammod Ali Reza	Professor, Department of Management Studies, University of Rajshahi.	Cell No: +8801712025768
Md. Golam Saklain	Advocate, Dhaka Judge Court of Bangladesh.	Cell No: +8801751334634

If needed, more references can be provided.



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Signature