REZAUR RAHMAN

CAREER OBJECTIVE

To be a part of team where I will be able to implement all my educational attainments, skills, sincerity and honesty by being a team member.

CONTACT

ADDRESS
674/A, North Kafrul
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01301 775949

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INTEREST

Travelling
Social Networking
Voluntary Work

EDUCATION

American International University-Bangladesh
2019
MBA in Human Resource Management with CGPA of 3.56

American International University-Bangladesh
2016
BBA in Human Resource Management with CGPA of 3.23

HSC | 2008
Saheed Police Smrity College, Dhaka, GPA -3.50

SSC | 2006
IbrahimpurSalahuddinShikkhyalaya, Dhaka, GPA-3.56

WORK EXPERIENCE

ShopUp | HR Associate
June 7, 2020 - June 30, 2020
Recruitment and selection of delivery staffs and top talents, CV Sourcing, CV Screening, Database maintenance, assessment of potential candidates.

Talent Centric Limited | HR Associate
March 1, 2016 - March 31, 2017
Headhunting , taking Interviews, appointing contractual, part-time and semi skilled employee structures, Recruitment Process Outsourcing (RPO), Role Profiling, Screening, CV Database, Assessment & Evaluation of top talents

Velocita Infosys Limited | Office Executive
August 14, 2015 - February 29, 2016
Monitoring and controlling call centre agents, Recruiting agents, also providing Telemarketing support and training to the agents.

Boishakhi TV | Actor
March 14, 2011 - May 15, 2012
Acting and script writing in Bangla Mega-serial 'Pathorer Kanna'

Channel I| Model
January 16, 2010 - January 31, 2011
Advertising commercial products and serving as a visual aid for people, to pose photography, working as a Makeup Artist for studio management.

Extracurricular Activities

AIUB |2016
RAMP SHOW CHOREOGRAPHER& ORGANIZER

SKILLS

Communication
Script writing for Drama
Fluent in Bangali and English — both verbal and written
Skilled in all sorts of business and commercial correspondence
Proficient in multimedia presentation
Comfortable in business correspondence