

RESUME OF MD FAYSAL SARKER

📍 HOUSE NO: KHA 95/4, ROAD: PURBO NAMAPARA, KHILKHET, DHAKA.

📞 MOBILE: +88 01779896399

✉ EMAIL: FAYSAL.SARKER01@GMAIL.COM



ABOUT ME

Love to introduce myself as a Strong, Positive, Independent and Confident human being and always committed to never give up in spite of having lot of problems.

CAREER OBJECTIVE

Develop myself into one of the most efficient people with earnest honesty towards the company by utilizing my all potentially, adaptability and skills to do something innovative and opportunity for long term career growth and advancement.

ACADEMIC QUALIFICATIONS

BACHELOR OF BUSSINESS ADMINISTRATION (B.B.A)

Name of Institute : University of Liberal Arts Bangladesh (ULAB)
Department : BBA (Major in Marketing & Minor in Media Studies and Journalism)
Result : CGPA: 3.29 (Out of 4.00)
Year of Passing : 2020

GENERAL EDUCATION DIPLOMA (GED)

Name of Institute : GED Centre Inc
Board : American Council on Education
Result : Average Score: 522 (Out of 800)
Year of Passing : 2015

INTERNATIONAL GENERAL CERTIFICATE OF SECONDARY EDUCATION (O' LEVEL)

Name of School : Shahan International School
Board : British Council
Result : GPA: 2.80 (Out of 5.00)
Year of Passing : 2012

JOB EXPERIENCE

1.

Company : Genex Infosys Limited
Address : Nitol Niloy Tower, Nikunja 2, Khilkhhet-1229
Process : UBER
Position : Customer Service Assurance (CSA)
Duration : October 2018 to January 2020

2.

Company : Shawpno Bangla Agro Care
Address : Tejgaon, Dhaka 1215
Position : Area Marketing Executive
Duration : August 2016 to 2017 January

3.

Company : LAMPS International School
Address : Khilkhet, Dhaka 1229
Position : Assistant Teacher
Duration : January 2014 to June 2016

INTERESTED JOB LOCATION

Anywhere in Bangladesh as I love to explore new places and meet people.

LEARNINGS FROM JOB EXPERIENCE

- Able to handle and convince the most unsatisfied customer through interpersonal skills.
- Replied Right answer Right way through emails according to customer's concern.
- Always kept myself patient in long calls and provided the most appropriate solutions.
- Operated complicated Information Technology and Systems.
- Gathered huge service knowledge.
- Worked on Multiple tasks for service deliver to customers.
- Learned to empathize and avoid sympathizing.
- Formal interaction with big company executives.
- Dealt business deals with patience and brought the most efficient outcomes.
- Searched for potential clients and shown presentation on products.
- Convinced Clients in critical business situation.

INTERESTS AND ACTIVITIES

- I love to play outdoor games- Carom, Ludo, Monopoly board game.
- Watch lot of cooking and life hacks videos and implement in real life to make life easier.
- I also love to travel by bus for long distance.
- I do always volunteer for social work. For example: campaign of cleaning roads, winter clothes distribution, food aid to indigent.

TECHNOLOGICAL SKILLS

- Complicated Information Systems
- MS-Word
- MS-Excel
- MS-Power Point
- After Effects for animation
- Adobe Premiere Pro for video edits
- Adobe Photoshop for making cartoon characters

PERSONAL QUALIFICATIONS

- Very good temperament and like to take challenge
- Co-operative & innovative
- Can learn quickly to necessary details of work.
- Possess the necessary dynamism to achieve result.

LANGUAGE PROFICIENCY

Language	Writing	Reading	Speaking
Bengali	Mediocre	Excellent	Excellent
English	Excellent	Excellent	Excellent
Hindi	None	None	Mediocre

PERSONAL INFORMATION

Father's Name : Md Shah Alam Sarker
Mother's Name : Lucky Alam
Date of Birth : 10th of September 1991 (23 years)
Nationality : Bangladeshi
Religion : Muslim
Marital Status : Single

REFERENCES

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|---|--|
| 1.
Kamrul Hassan Sunon
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All information in this resume is true and correct to the best of my knowledge and belief.

Signature

Faysal Sarker