

Sudipto Kumar Saha

Vill: Digholia, Post: Kola-Digholia;
Thana: Lohagara; District: Narail; Post Code: 7510
Phone: +8801685539021; Email: sudiptosaha20@gmail.com



CAREER OBJECTIVE

To build career in a growing organization, where I can get the opportunities to prove my abilities as a constructive and dynamic team player. By accepting challenges, fulfilling the goals and climbing the career ladder through continuous learning and commitment.

PROFESSIONAL QUALIFICATION

- NCC Bank Ltd.

As an **Intern**. Working as an Intern in one of the most popular banking organization in Bangladesh, I learned about:

- How to make a Credit Proposal.
- How to make a CRG (Credit Risk Grading).

ACADEMIC QUALIFICATION

Masters of Business Administration (MBA)	Major: Banking	Completion: 2019
Faculty of Business Studies (FBS)		Session: 2018-19
Institution: Jagannath University, Dhaka		Result: Appeared

Bachelor of Business Administration (BBA)	Major: Finance	Completion: 2018
Faculty of Business Studies (FBS)		Session: 2014-15
Institution: Jagannath University, Dhaka		Result: CGPA- 2.73 on scale of 4.00

Higher Secondary Certificate (HSC)	Group: Business Studies	Completion: 2013
Institution: Milestone College, Dhaka		GPA: 5.00 on scale of 5.00

Secondary School Certificate (SSC)	Group: Business Studies	Completion: 2011
Institution: Malekabanu Adarsha Bidyaniketan, Dhaka		GPA: 4.50 on scale of 5.00

TRAINING

- **Practical SEO (Search Engine Optimization)**
- **Organizer:** BASIS Institute of Technology and Management (BITM).

COMPUTER SKILL

Sound Knowledge of MS-OFFICE like MS-Word, MS-Excel, MS-PowerPoint.

Good Typewriting speed. Well experienced in using internet

COMMUNICATION SKILL

- Fluent verbal communication skill in English and Bengali.
- Good at Presentation.
- Constructive and diplomatic team player with strong communication skill.

PERSONAL SKILL

- I am able to ride motorcycle;
- Self-Motive and a good team player;
- Ability to performed under pressure and meet deadline;
- Quick and always eager to learn new technologies;

PERSONAL PROFILE

- Father's Name: Moloy Kumar Saha
- Mother's Name: Sapna Rani Saha
- Date of Birth: 23-Dec-1996
- Gender: Male
- Marital Status: Unmarried
- Languages Known: Bengali; English;
- Nationality: Bangladeshi
- Hobbies: Playing Cricket and Football, Photography.

DECLARATION

I solemnly declare that all the above information is correct to the best of my knowledge and belief.

Date: 28 December, 2020

Signature:

