

# Md. Mostafizur Rahman



## Contact

**Address:** House-128,Lane-4,Gopibag,Dhaka-1203.

**Phone:** 01710-999658.

**Email:** tanverahmed23@gmail.com

## Career Objective

To build a challenging career as devoted Agent of the company. Seeking a position as a Sales And Marketing Executive where excellent communication and strong interpersonal skills will be utilized. Also coming with a positive and winning attitude, and strong ability to work with management on projects dealing with lead generation, business communications and success stories.

## Skill Highlights

- Strategic Thinking.
- Self-Motivated.
- Complex problem solver.
- Analyze Performance.
- Planning.
- Communication.
- Marketing Execution.
- Team working skills.

## Experience

**Executive -From 08/04/2018-31/07/2020**

**“Maher Trading”**

**Department:** Sales & Marketing

**Responsibilities:**

- Reporting to Boss with responsibilities of market promotion and sales.
- Plan and implement ATL & BTL activities such as promotional activities, print advertisements, events, point-of-sales marketing etc.
- Conceptualize and initiate digital and social media campaigns through working with various digital agencies.
- Measure and report performance of all digital marketing campaigns.
- Communication Planning,Developing And Implementing Effective Marketing Communication Campaigns.
- Using the full marketing mix for the company’s marketing communications.
- Participated at Different Types of Project And Event.
- Develop project concepts and maintain optimal workflow.
- Identify requirements and build successful plans to generate and close new business deals.

## IT Qualification

- **Software:** ERP,Illustrator,Photoshop,Camtasia,InDesign.
- **Operating System:** Windows 7,8,10 & macOS
- **Digital Marketing:** SEO, SMM,Lead Generation,Content Writing.
- **Microsoft Office:** Excel,Word,Powerpoint,Outlook.

## Academic Qualification

### ❖ Bachelor of Business Administration (B.B.A)

- Name of Institute : Mirpur College.
- Department : Finance & Banking
- Result : CGPA-2.81
- Session : 2013-2014
- Name of the Board : National University

### ❖ Higher Secondary Certificate (H.S.C)

- Name of Institute : Kushtia Police Line School & College.
- Group : Business Studies
- Result : GPA-3.40
- Name of the Board : Jessore
- Passing Year : 2013

### ❖ Secondary School Certificate (S.S.C)

- Name of Institute : Poradah High School
- Group : Science
- Result : GPA-3.88
- Name of the Board : Jessore
- Passing Year : 2011

## Personal Informations

- Name : Md. Mostafizur Rahman
- Father's Name : Md. Sirazul Islam
- Mother's Name : Mst. Parveen Akter
- Permanent Address : Vilege-Anjangachi, Post/Thana-Mirpur, District-Kushtia.
- Marital Status : Married
- Date of Birth : 20/05/1996
- Religion : Islam
- Nationality : Bangladeshi (By birth)
- Blood Group : B+ (ve)

## Soft Skill

- Excellent conceptual, analytical and interpersonal skills.
- Hard-working, flexible, Punctual, Team worker and capable of working under stress.
- Creative organized ambitious and self-motivated.
- I comprise of excellent skills in communication Marketing strategies.
- Good Communication skills and I can ensemble in a kind of team environment.
- Analytical and problem-solving skills.

## Extra-Curricular Activities

Core Member at Bangladesh SCOUT, Photography, Design, Volunteering.

