

MD. ABU JAMIL



Address: Vill: Boaliapara, P.O: Ghoramara, P.S: Boalia, Dist:, Boalia, Rajshahi
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Career Objective:

To obtain a position having career advancement opportunity, in a well-established and reputed organization.

Special Qualification:

Did a communicative English Language Training Course for six months.

Employment History:

Total Year of Experience : 10.6 Year(s)

1. **Distribution Operation Manager (June 6, 2015 - Continuing)**
 Distribution office of Excel Telecom Pvt. Ltd. (National Distributor of Samsung Mobile Bangladesh)
 Company Location : Rajshahi
Duties/Responsibilities:
 1.Maintaining and increasing sales of company's products
 2.Reaching the targets and goals set for my area
 3.Recruiting and training sales staff
 4.Allocating areas to sales Officer
 5.Developing sales strategies and setting targets
 6.Monitoring sales officer's performance and motivating them to reach targets
 7.Reporting to line managers
 8.Ready to Excel file for Company purpose
 9.Sales, Purchase & stock report
 10.Software base work & Banking
2. **Senior Officer (July 8, 2012 - May 31, 2015)**
 Kazi Farms Group
 Company Location : Thakurgaon,Bangladesh
 Department: Accounts
Duties/Responsibilities:
 1.Maintaining Accounts & Documentation
 2.Cash book & Ledger maintenance
 3.Ready to Excel file for Company purpose
 4.Sales, Purchase & stock report
 5.Software base work & Banking
 6.Reporting to line managers
3. **Key Account Manager (January 19, 2010 - June 30, 2012)**
 Banglalink

Company Location : Rajshahi

Duties/Responsibilities:

- 1.Developing sales strategies and setting targets
- 2.Reaching the targets and goals set for my area
- 3.Allocating areas to sales Officer
- 4.Reporting to line managers
- 5.Maintaining Accounts & Documentation
- 6.Cash book & Ledger maintenance
- 7.Ready to Excel file for Company purpose
- 8.Sales, Purchase & stock report
- 9.Software base work
- 10.Reporting & Data entry in DMS

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Master of Commerce (MCom)	Management	National University	Second Class	2008	1
B.COM Honours	Management	National University	Second Class	2007	4
HSC	Business Studies	Varendra college,Rajshahi	CGPA:2.1 out of 5	2003	2
SSC	Humanities	Seroil Govt. High School,Rajshahi	CGPA:2.5 out of 5	2001	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Communicative English Language Training Course	Speaking, Writing and Reading	Foreign Language Training Center	Bangladesh	Rajshahi	2010	6 months

Career and Application Information:

Looking For : Entry Level Job

Available For : Full Time

Preferred Job Category : Garments/Textile, Marketing/Sales

Preferred District : Anywhere in Bangladesh.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium

Personal Details :

Father's Name : Late Abdul Hakim

Mother's Name : Sopura Begum

Date of Birth : January 1, 1985

Gender : Male

Marital Status : Married

Nationality : Bangladeshi

National Id No. : 7336740688

Religion : Islam

Permanent Address : Vill: Boaliapara, P.O: Ghoramara, P.S: Boalia, Dist:, Boalia, Rajshahi

Current Location : Rajshahi

Reference (s):		
	Reference: 01	Reference: 02
Name	: Noor Mohammad Shamsher Alam	Md. Al Mamun
Organization	: Fair Distribution Ltd.	Excel Telecom Pvt. Ltd.
Designation	: Area Manager	Area Manager
Address	: Gazi Telecom, Picture Palace Moor, Khulna.	3rd floor, Dr. Gaffar Plaza, Shaheb Bazar, Boalia, Ghoramara, Rajshahi.
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01787670804	01708461375
E-Mail	: shamser.a@fdl.com.bd	almamun1302@gmail.com
Relation	: Professional	Professional