

IMTEAZ ALAM

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Core Competencies

- Cost Control & Avoidance
- Time Management
- Supervision
- Communication Skill
- Strong Leadership
- Coordination

Professional Experience

Fuel Tender – Supply Chain Management

APR Energy 300 MW Diesel Power-plant

May 2018 – September, 2020

Dhaka, Bangladesh

Accomplishments:

- Operating entire fuel system and tracking inventory on daily basis.
- Forecasting fuel supply & demand and communicating to the vendors.
- Monitoring fuel skids along with 10 Million liter capacity fuel tanks & 5 fuel delivery vessels.
- Scheduling maintenance work, maintaining HSE policy & submitting reports to shift managers.

Interpreter – Project Management

APR Energy Bangladesh

February 2018 – April 2018

Dhaka, Bangladesh

Accomplishments:

- Translating Bengali to English & vice versa.
- Coordinating between local & foreign project management team.

Education

RANADA PRASAD SHAHA UNIVERSITY

Master of Business Administration (MBA)

Major: Human Resource Management

Percentage: 80%

Narayanganj, Bangladesh

January 2020 – January 2021

NORTH SOUTH UNIVERSITY

Bachelor of Business Administration (BBA)

Major: Marketing

Percentage: 79%

Dhaka, Bangladesh

September 2012 - August 2017

Skills & Interests

Technical: Microsoft Excel, Word & PowerPoint.

Interests & Hobbies: Learning. Gardening. Travelling. Fishing.