

TAWSIF RAHMAN TAHA
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Career Objective

To obtain and secure a position that will enable me to use my organizational skills, ability to work with people, quick learning skills and to have the opportunity to learn and improve my skills for better. I want to enhance my skills for the welfare and better output for the organization

Work Experience

Shopway (Aug 1 2019 to Present)

Business Development and Operation Executive

Job Responsibility: Maintaining the operations and logistics, keeping the record of the overall fleet, keeping the record of stock inbound and outbound stock, maintaining the customer relationship and developing business.

Shopway (May 1 2019 to July 31 2019)

Operation Intern

Job Responsibility: Maintaining the day to day operation activities under the supervision of Operation Executive. Providing the logistics support to the field force as per their requirement.

Academic History

Name of exam	Passing year	Result	Group/major	Board/University
Bachelor of Business Administration (BBA)	2019	2.27(Out of 4.00)	International Business	North South University
HSC	2013	4.30 (Out of 5.00)	Commerce	Jashore
SSC	2011	5.00 (Out of 5.00)	Commerce	Jashore

Personal Qualification

- Highly energetic, enthusiastic, industrious & diligent.
- Co-operative, Innovative & able to accept tasks with alacrity.
- Adaptive to ever changing situations and challenges that befall me.
- I enjoy challenges, magnanimous in success and positive in failure.
- Competent organizing & leadership skills.
- Excellent communication skills and a one team player.
- Trying out different approaches to solving a problem.

Computer Skill

- ❖ Proficient in use of different office computer applications like MS Office.
- ❖ Able to utilize facilities of Internet for the completion of tasks.

Personal Hobby

Listening to music, traveling, watching movies, social networking, to meet with new people and ideas & so on.

Co-Curricular Activities

- Participated in Leo Club Annual forum 2017.
- Former secretary at Leo Club of North South University
- Participated in Olila Glassware represents Ad Maker Bangladesh 2018 arranged by NSU YES.
- Best player at Inter House Cricket Competition at Military Collegiate School Khulna.

Reference

Md. Amir Hamza Nerob
Customer Service Manager
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Jesmin B Hossain
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UNICEF Bangladesh
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I, do here by declare that all information presented above are true to my knowledge, if required & where applicable this document can be supported authentic certificates/papers.
Best Regards,

TAWSIF RAHMAN TAHA