

January 7, 2017

Bangladesh Honda Pvt. Ltd.

Saimon Centre, 3rd Floor, 4/A, Road - 22, Gulshan - 1, Dhaka – 1212

Subject: Application for the post of Assistant, QIC & MQS

Sir,

I have become very interested after seeing your advertisement for the aforementioned post published on January 7, 2017 and would like to be considered as a candidate for the post.

I have recently completed my graduation in Mechanical Engineering from Bangladesh University of Engineering and Technology (BUET) in 2017. Now I am very keen to establish my career. So, I will be very much grateful if you give me the opportunity to serve this Reputed Company. I can assure that if the opportunity is given I will leave no stone unturned in utilizing my knowledge and skills for the betterment of the company. For your kind consideration, I have enclosed herewith the resume.

I, therefore, hope that you would be kind enough to consider me as a candidate for the post mentioned above and help me to build up a bright career.

Sincerely yours,



Rakibul Islam

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RAKIBUL ISLAM

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Career Objective

To have a growth oriented & challenging career. To contribute my skills for the sake of organization & enhance experience through continuous learning & teamwork. To maximize efficiency by hard work & quick learning. To share ideas & take actions to meet project goals. As a fresher, have plenty of courage and optimism about the professional career.

Work Experience

Industrial Experiences	- Hands on experience on <i>Power</i> generation, transmission and distribution, <i>Boiler</i> maintenance and operation, <i>WTP</i> & <i>ETP</i>
Job Experiences	- No professional experience yet

Academic Qualification

Bangladesh University of Engineering and Technology [2013 – 2017]
Bachelor of Science

Major: Mechanical Engineering

CGPA: 3.38 (on the scale of 4.00)

Dhaka City College, Dhaka [2010 – 2012]
Higher Secondary Certificate

Major: Science

GPA: 5.00 (on the scale of 5.00)

Khilgaon Government High School, Dhaka [2003 – 2010]
Secondary School Certificate

Major: Science

GPA: 5.00 (on the scale of 5.00)

Thesis and Projects

- **B.Sc. Thesis:** “Measurement of Friction of Different Textile Fabrics against Human Skin”
- **Design Project:** “Obstacle Detecting and Collision Avoiding Robot”

Training Summary

Training Title	Topic	Institute	Country	Location	Year	Duration
Industrial Training	Production Processes & their mechanisms	Meghna Group of Industries Limited	Bangladesh	Meghna Ghat, Sonargaon, Narayanganj, Dhaka	2017	1 Month

Industrial Tour

Institute	Location	Year	Duration
Meghna Group of Industries Limited	Meghna Ghat, Sonargaon, Narayanganj, Dhaka	2016	1 Day
Ashuganj Power Company Limited	Ashuganj, Brahmanbaria	2016	1 Day
Milnars Pump Limited	Tongi, Gazipur	2016	1 Day
Energypac Limited	Savar	2016	1 Day

Technical Skills

Programming Language	C, C++
Operating System	Windows
CAD Software	AutoCAD, SOLIDWORKS
Microsoft Office	Word, PowerPoint, Excel
Microcontroller Programming	Arduino
Others	MATLAB

Area of Interest

- ✓ Automobiles
- ✓ Power Plant

Extra Curricular Activities

- ✓ Content Writing in a Scientific Magazine
- ✓ Active Blood donor at Quantum Lab

Language Proficiency

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	Medium

Reference(s)

Reference #1	Reference #2
Dr. Muhammed Mahbubur Razzaque Professor, Department of Mechanical Engineering Bangladesh University of Engineering & Technology ✉ Room no: M 231, EME Building, BUET Campus ☎ +880 1942501800 ✉ mmrazzaque@me.buet.ac.bd	Dr. Md. Zahurul Haq Professor, Department of Mechanical Engineering Bangladesh University of Engineering & Technology ✉ Department of Mechanical Engineering, BUET, Dhaka-1000, Bangladesh ☎ +880 1552541994 ✉ zahurul@me.buet.ac.bd