

MD. RASEL MOLLA



+8801933603506



raselmollabc92@gmail.com



VILLAGE: JATIGRAM, POST-OFFICE: MOHISHERGHOP-8130, THANA: ALFADANGA,
DISTRICT: FARIDPUR



Career Objective

I want to build up my career in any multi-national or national company where I can apply my knowledge for the betterment of the company. I am highly ambitious of doing something different which will be helpful for my career as well as my country, nation and society.

Job Experience

COMPANY NAME: Walton Group

POST: Senior Sales Officer

JOB RESPONSIBILITIES: (1) Presenting the products to the customers (2) Describing details of the product to the customers (3) Target fulfillment (4) Properly keeping records of all the products sold and reporting day to day (5) Increasing volume of sale (6) Creating new market for products (7) Building good relationship with customers (8) Solving problems faced by customers (9) Providing service centre address to customers (10) Communication over phone or face to face (11) Handling large number of customers

EXPERIENCE: From January-2018 to Present

Academic Qualification

National University	National University	Alfadanga Degree College, Faridpur	Kasiani G. C. Pilot High School, Gopalganj
MBA, 2016	BBA, 2015	HSC, 2010	SSC, 2008
Major: Management	Major: Management	Group: Business Management	Group: General Electrical Work
CGPA 2.97 out of 4	CGPA 2.69 out of 4	GPA 4.08 out of 5	GPA 3.45 out of 5

Functional & Behavioral Strengths

- ❖ Excellent interpersonal skills to establish effective working relationships.
- ❖ Absolutely hard working with a positive attitude.
- ❖ Work independently and as a team member.
- ❖ Arranging and Planning Programs/events.
- ❖ Perfectionist and optimistic at any task given.
- ❖ Quick learner and instant implementer of new learned knowledge.

Language Proficiency

Language	Listening	Speaking	Writing
Bangla	Yes.	Yes.	Yes.
English	Yes.	Yes.	Yes.

Computer Skills

- ❖ Operating System: Window XP Professional/Seven/Eight/ten and latest.
- ❖ Software Application: MS Office, XP professional (Word, Excel, Power point),
- ❖ Internet Browsing and E-mail.
- ❖ Computer hard and software skills.

Personal Profile

Father's Name : Md. Kazol Molla
Mother's Name : Jhinna Begum
Date of Birth : May 10, 1992
Gender : Male
Height : 5'.6"
Home Town : Faridpur
Nationality : Bangladeshi
NID : 19922910310000069

I, hereby, declare that all the above information is authentic and I will be liable for any wrong information found.

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Signature