

Jobaydul Islam

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Career Objective:

A highly creative thinker, grammar Nazi, and social media enthusiast. To continue my career by utilizing my MANAGEMENT, SUPERVISION & ADMINISTRATIVE skills besides ensure benefit and mutual growth and success for the organization.

Education Qualifications:

Degree Detail	Year	CGPA
Bachelor of Business Administration (BBA), Major in Marketing, North South University, Bashundhara , Dhaka 1229	2013-2019	2.74, major gpa= 3.40
Higher Secondary Certificate (HSC) , Department of Science, Rangpur Government College	2012	4.10
Secondary School Certificate (SSC), Department of Science, Lions School & College Rangpur	2009	4.63

Work Experience

Designation	Company Name	Department	Responsibilities	Duration
Officer-Digital service	bKash Limited (E-Zone Limited)	Service	Resolve customer complaints and provide product support information via live chat and email.	December 2019- Present
Intern	RANCON Motorbikes Limited, Suzuki Bangladesh	Dealer development ,Sales	Maintain liaison with existing dealers. Set up new dealership.	4 Months (May to August 2019)
Junior Executive (Part time)	Megabyte trade	Sales	Explain products and services. Answer questions from customers.	6 months, (2016)

Skills

Soft Skills	Brief Description
Communication Skills	Public speaking , Confident and a good listener
Analytical Ability Skills	<ul style="list-style-type: none">• Research : Eng105 project, Mkt470 project• Data Analysis : Data analysis using SPSS• Critical Thinking: Mgt368(Entrepreneurship), Developed an idea about hiring people for household work through an app
Leadership Skills	Vice-President at NSUEC (2015-16), Finalist at Young leaders program by channel i (2017)

Technical Skills	Specification			
Software	Beginner	Moderate	Intermediary	Excellent
MS WORD				✓
MS EXCEL			✓	
MS POWER POINT				✓
ADOBE PHOTOSHOP			✓	
SPSS		✓		

Language Skills	Specification		
	Reading	Writing	Speaking
English	Fluent	Fluent	Fluent
Bangla	Fluent	Fluent	Fluent

Training & Workshops:

Name of the training institute	Workshop topic	Year
Creative It institute	Digital Marketing	2018
Telenor	Telenor youth forum	2017

Extra-Curricular Activities

Worked as a volunteer of Swiss Contact 2016 • Worked as a **Vice President** (External Affairs) of ‘NSU Earth club 2015-16’ , Earth club organize events such as tree for free, encounters, school campaign and case base competition. My duty was to find sponsors for the event as well as media partners and maintain a good liaison with them, • Worked as a volunteer in NSU Convocation 2016

Interest: Photography, travelling, bike riding and music.

References:

Zishanur Rafee Hemel

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Rouful Alam Bappi

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