

Khondokar Rahad Hassan

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Dhaka, Bangladesh

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CAREER OBJECTIVE

To achieve challenging position in a professional organization that will utilize my acquired knowledge, unique abilities in the field of Business Administration and understanding of organizational strategies to help to meet corporate objectives.

WORKING EXPERIENCE:

- **Acquisition Executive (Sales):**

Worked as an Acquisition Executive at **Truck Lagbe Ltd.** From May 2019 to December 2019.

- **Project Coordinator:**

Visual Merchandising of **Akij Ceramics** at **Level Crossing Ltd.** from March 2018 to February 2019.

- **Sales Executive:**

Worked as an Executive (Sales) at **Rangs Group Ltd.** from October, 2015 to May 2016.

EDUCATION:

Bachelor of Business Administration (Concentration in Marketing)

2017

Department of Business Administration,

East West University

CGPA: 2.31/4.0

Higher Secondary School Certificate (Business Studies)

2012

National Ideal College

GPA: 4.70/5.00

Secondary School Certificate (Business Studies)

2010

Motijheel Model High School

GPA: 4.50/5.00

KEY RESPONSIBILITIES:

- Monitoring the Visual Merchandising work
- Providing daily report on various topics.
- Meet customers demand.
- Inform the customers about the product.

PROFICIENCIES& SOFT SKILLS:

- Language Skill: Mother tongue- Bengali, Fluent in English.
- Computer Skill: Software installation and Operations and MS office program.
- Believer in team work & high commitment in team working.
- Ability to work under both mental and physical pressure.
- Ability to motivate and inspire.
- Leadership and teamwork.
- Well organized, quick learning capacity, adaptability.
- Ability to maintain callous situation in a systematic, mannered and peaceful way.

TRAINING&WORKSHOP:

- Certified by East West University's Faculties of English Department through the workshop "The Skill of Using English Language".

EXTRA-CURRICULAR ACTIVITIES& VOLUNTEER WORKS:

- Volunteered at "JAGGO Foundation" on Income Tax Day, April 15, 2012.
- Worked as an Executive Member (Public relation) in **EWU Sports Club**
- Volunteered for **EWU Career Counseling Center(EWUCCC)** in different occasion.

PERSONAL DETAILS:

- **Father's Name** : Khondokar Nazrul Hassan
- **Mother's Name** : Doly Hassan
- **Date of Birth** : 27th February, 1995
- **Permanent Address** : 32-33 North Bassabo, Dhaka.
- **Nationality** : Bangladeshi
- **Religion** : Islam
- **Blood Group** : A+
- **Marital Status** : Married.

"I CERTIFY ALL INFORMATION STATED IN THIS RESUME IS TRUE. I AUTHORIZE THE RECEIVER OF THE CV TO VERIFY THE INFORMATION PROVIDED IN THE RESUME."

Sincerely yours,

Rahad Hassan

REFERENCES:

Rateb Uddin Miazy

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Sales and Marketing.
Southeast Union Ceramic Industries
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