

*Curriculum Vitae*  
*Of*  
**Md. Ashifur Rahaman**  
**Ashif**

**Md.Ashifur Rahaman Ashif**

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**Career Objective:**

To associate myself with your leading organization for working in challenging environment and A respectful position, in order to gets an excellent practical exposure being committed to the goal of the organization and to be pragmatic and proficient in technical Knowledge. I want to use my impersonal and communicating skills with my creativity to pursue a dignified career where there is a better opportunity to work.

**Experience:**

**Service Advisor | Nitol Motors Ltd (TATA Motors Ltd) |04<sup>th</sup> December 2017 to Running**

**Duties/Responsibilities:**

01. New model analysis for local market.
02. Monitoring working progress
03. Analysis of product failure & find out the root cause of it.
04. Making warranty decision of product failure
05. To give proper work instruction to floor supervisor & foreman
06. Receiving customer complaints & solved that properly with customer satisfaction
07. Instruction to customer about maintenance
08. Take post-delivery feedback
09. Tools inventory
010. Proper maintain (ISO 9001:2015) documents
11. Vehicle off Road Handling & Scrap items handling etc.

12. All Warranty Claimed & Reporting to TATA Motors, India
13. Supervision & monitoring the accidental repairing jobs including denting & painting work process
14. PDI (Primary Delivery Inspection) related all kinds of job
16. Transport pull management

## **Service Engineer | IFAD Autos Ltd (ASHOK LEYLAND) |10<sup>th</sup> March 2016 to 5<sup>th</sup> November 2017**

### **Duties/Responsibilities:**

01. Monitoring working progress
02. Analysis of product failure & find out the root cause of it.
03. Making warranty decision of product failure
04. To give proper work instruction to floor supervisor & foreman
05. Receiving customer complaints & solved that properly with customer satisfaction
06. Instruction to customer about maintenance

### **Industrial Attachment:**

IFAD AUTOS LIMITED (ASHOK LEYLAND)  
Service Center, Tongi, Gazipur  
ACME IT Ltd. Uttara, Dhaka

### **Educational Qualification:**

#### **Diploma-in-engineering (4-year course)**

Name of Institution	: Comilla Polytechnic Institute
Board	: Bangladesh Technical Education Board
Technology	: Power Technology (Auto)
Passing Year	: 2016
Result	: CGPA 3.31(out of 4.00)

#### **Higher Secondary Certificate [H.S.C]**

Name of Institution	: Tongi Govt. College
Board	: Dhaka
Group	: Science
Passing Year	: 2012
Result	: GPA 4.00(out of 5.00)

#### **Secondary School Certificate [S.S.C]**

Name of Institution	: Shaheed Smrity High School
Board	: Dhaka
Group	: Science
Passing Year	: 2010
Result	: GPA 4.44(out of 5)

## **Advanced Diploma in Network Engineering**

Name of Institution : Acme It Limited  
Platform : Microsoft Windows Server 2003  
Duration : 12 Months (300+ hrs)  
Passing Year : 2012  
Result : Good (70%)

### **Special Skill & Attitude:**

- ✓ Good understanding and knowledge of hydraulics and pneumatics systems would be of benefit
- ✓ Good knowledge of reciprocating gas compressors, gas compression systems and associated regulation / legislation
- ✓ Good knowledge of industry best maintenance practice
- ✓ Good knowledge of Maintenance Management systems
- ✓ Excellent Communication skills
- ✓ Strong HSSEQ focus
- ✓ A demonstrated good safety record and attitude to safety
- ✓ Reliable, flexible and willing to adapt to changing priorities
- ✓ Strong communication and interpersonal skills at all levels

### **Computer Proficiency**

- ✓ **Network Engineering** (Microsoft Server 2003 Platform)
- ✓ **Microsoft Office XP** (MS Word, Excel, Power Point)
- ✓ **Internet Browsing** (Web Browsing, Send / Receiving E-Mail)

### **Language Proficiency**

- ✓ English: Proficiency in writing, reading, speaking & listening.
- ✓ Bengali: Proficiency in writing, reading, speaking & listening.

### **Scholarship**

National It Scholarship – 2011 (Acme It & Channel I)

### **Declaration**

I hereby declare that the above statement is correct and complete to the best of my concern.

Date: 02/09/2021



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*Md. Ashifur Rahaman Ashif*

