

Date: 16<sup>th</sup> January, 2018  
To,  
Bangladesh Honda Pvt. Ltd  
Gulshan,Dhaka.

**Subject: Application for the Post of 'Executive, Technical Instructor'.**

Dear Sir,

I am contented to apply the position of 'Executive, Technical Instructor' at your Company. I am an experienced Diploma Engineer with full of energy and excellent educational record, and very keen to put my engineering skills to effectively manage your company operation, would be the perfect place for me to utilize my capabilities and confidence. I want to work with a multinational automobile company where Honda is my 1<sup>st</sup> choice that's why I am applied here. I think, if I can work with Honda Motorcycle, I will do my work smoothly and help to contribute my capability for developed of company. I haven't driving license till now, I will get this soon. But I am able to smooth motorcycle riding; I enjoy it so much and have a motorcycle of my brother in our house, which I am riding also.

As you will note from my enclose resume, I process a number of strengths and attributes which uniquely qualifies me for and Engineering Position.

I appreciate the time you take to review my application and look forward to future discussions concerning this Position.

Once again, I thank you for your Consideration.

Sincere Regards



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Rasel Mahmud  
Cell: 01760099110

**Enclosed: Resume.**

## Resume Of RASEL MAHMUD

Mailing Address: Abdus Salam building, 3<sup>rd</sup> floor,  
Gram-Bangla road, Chandra, Kaliakair, Gazipur.  
Email : durrontoraselmahmud@gmail.com  
Mobile : 01760099110; 01678860760.



### **Career Objective:**

Intend to build up my career in a dynamic organization through working in a challenging and rewarding position where creativity, sincerity, skill and performance are the criteria for one's appraisal and recognition.

### **Career Summary:**

1. Almost 3 years work experience in the field of Production and Mechanical design after completion of Diploma in Mechanical Engineering degree.
2. Area of Expertise: Production and Operation, Research and Development, Mechanical Design.

### **Special Qualification:**

1. Hard worker, quick learner and ability to assume responsibility.
2. Work well under pressure as part of team and Committed to providing total quality work.
3. Able and willing to assist co-workers, supervisors and clients in a cooperative manner.

### **Employment History: 3.5 Year's**

#### **1. Sr. Officer (February 15, 2016 - Continuing)**

##### **Walton Micro-Tech Corporation.**

Company Location: Chandra, kaliakoir, Gazipur.

**Department: TV R&D (Mechanical design).**

##### **Duties/Responsibilities:**

- (1) Product and Packaging Design (Software and Prototype).
- (2) Make Instruction and developed about production process and prepare SOP & BOM. Check imported sample product and machinery problem by meet and negotiation with local and foreign supplier.
- (3) Train up production line Supervisor, technician and operator to done all production related work as per SOP and solve mechanical related problem of TV Production.
- (4) Ensure standard quality and solve Mechanical Problem about Television Equipment.

#### **2. Shift In charge (May 22, 2014 - February 14, 2016)**

##### **PRAN-RFL Group**

Company Location: Danga, Polash, Narshingdi, Dhaka

**Department: Durable Plastic Limited (Metal Unit)**

##### **Duties/Responsibilities:**

- (1) Achieve Production Target, Direction and Handling Manpower and production team.
- (2) Improving working process and train up technician to done right working process.
- (3) Ensure product quality, Develop Production Process, Solve Machinery and troubleshooting problem and Factory management system etc.

### **Academic Qualification:**

Exam Title	Subject	Institute	Result	Board	Passing Year	Duration
Diploma In Engineering	Mechanical	Rangpur Polytechnic Institute	CGPA: 3.32 out of 4	BTEB	2013	4 Years
SSC	Science	Gangachara Model High School	GPA: 4.88 out of 5.00	Dinajpur	2009	2 Years

**Training Summary:**

Training Title	Topics	Institute	Location	Year	Duration
Industrial Training	Mechanical	Bangladesh Industrial and Technical Assistance Center (BITAC)	Tejgoan,Dhaka	2013	3 Months

**Language Proficiency:**

1. Bangla : Excellent reading, writing and speaking skills.  
 2. English : Good reading, writing and speaking skills.

**Computer Knowledge:**

Microsoft Office, Internet Browsing, Design software (Solidworks, Auto Cad) Adobe Photoshop, Adobe Illustrator etc.

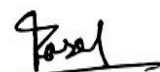
**Personal Details :**

Father's Name : Md. Abdul Hai  
 Mother's Name : Most. Zaheda Begum  
 Date of Birth : 15<sup>th</sup> June, 1993  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 National Id No. : 19938512731000192  
 Religion : Islam  
 Height : 5 feet and 6 inch.  
 Weight : 58 kilogram  
 Permanent Address : Vill-Gangachra Munshipara,Post-Gangachara  
 P.S-Gangachara,District- Rangpur.  
 Current Location : Abdus Salam Building, 3rd Floor.  
 Gram- Bangla School Road,Chandra,Kaliakair,Gazipur.

**References:**

Reference-1		Reference-2	
Name	: Sanjoy Dam	Name	: Md. Abdul Hannan
Organization	: Walton Micro-Tech Corporation.	Organization	: Bhulua Royal City (Pvt.) Ltd.
Designation	: Assistant Director	Designation	: Executive, Designer
Address	: Chandra,Kaliakair,Gazipur.	Address	: Khilkhet,Dhaka.
Mobile	: 01686695176	Mobile	: 01740865526
E-mail	: <a href="mailto:sanjoy14506@waltonbd.com">sanjoy14506@waltonbd.com</a>	E-mail	: <a href="mailto:mahannan1979@gmail.com">mahannan1979@gmail.com</a>
Relation	: Professional	Relation	: Relative

I undersigned, hereby declare that the information provided here is true, I will be responsible for any wrong.



Date: 16<sup>th</sup> January, 2018

Signature