

**Resume
Of
Prosanjit Roy**



Mailing Address:

Prosanjit Roy
196, Kalibaripara, Janipur.
Khoksa, Kushtia.
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Career Objective:

To do my best job, that suited to my skills & talent. Hopeful to be involved with an organization where honesty, sincerity, dedication to duty will be rewarded.

Academic of Qualification:

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|-------------|---|
| 2019 | Bachelor of Business Administration (BBA)
Major – Finance.
CGPA- 3.02
Bangladesh University of Business & Technology (BUBT) . |
| 2014 | Higher Secondary Certificate (HSC)
Group: Business Studies
GPA- 3.80
Khoksa Degree College, Kushtia. |
| 2012 | Secondary School Certificate (SSC)
Group: Business Studies
GPA- 4.31
Khoksa Janipur Pilot High School, Kushtia. |

Summary of Qualification:

Honest, Dedicated, Sincere, Friendly, Careful and Flexible to work.

Internship Experience:

Successfully completed my internship in “Bangladesh Krishi Bank”, Chawk Bazar, Dhaka.

Key Responsibilities:

- Confirming client signature for new cheque book.
- Confirming client signature for card issue.
- Ensuring document required for Account Opening Forms as different department requisition.

Language Skills:

Fluent in Bengali, good speaking, reading and writing ability in English as well.

Computer Skills:

Sound Knowledge on Microsoft office Word, Microsoft office Power point, Microsoft office Excel. Have knowledge about Internet Browsing.

Personal Informations:

Father's Name : Mr. Deb Prosad Roy
Mother's Name : Mrs. Beauti Roy
Date of Birth : 14th August 1996
Permanent Address : Vill: Kalibaripara , P.O:Janipur-7020, UP: Khoksa, Dist: Kushtia.
Religion : Hindu
Blood Group : A+ ve
Nationality : Bangladeshi by birth
Marital Status : Unmarried

References:**Md. Zakir Hosain**

Assistant Professor

Department of Finance.

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Signature