

CURRICULUM VITAE
Of

Md. Ariful Islam



Career Objective : To develop a shiny career in engineering sector , where I will have the scope to utilize my potentially, Adaptability and skills to do something innovative and opportunity along term career growth and advancement.

Personal Information

Personal Information :

Name	:	Md. Ariful Islam
Father's Name	:	Md. Sherajul Islam
Mother'S Name	:	Beauty Begum
Date of Birth	:	01/02/1995
Place of Birth	:	Sonargaon,Ragunathpur,Muktagacha
Sex	:	Male
Religion	:	Islam
Nationality	:	Bangladeshi
Mobile	:	01930-945864
Height	:	5'- 5.5 "
Weight	:	70 kg
National Id No.	:	7357852479
Marital Status	:	Married
E-mail	:	mdarifulislamarif4.94@gmail.com

Present & Permanent Address :

Md.Ariful Islam

C/O : Md. Sherajul Islam

Vill : Sonargaon

P.O : Ragunathpur

P.S : Muktagacha

Dist : Mymensingh

LANGUAGE PROFICIENCY

Have a good writing and speaking command in English and Bengali with good speaking.

Educational Qualification :

Degree : **Diploma In Mechanical Engineering**
Department : Mechanical Technology
Result : 2.74 (on a scale of 4.00)
Duration : 4 Years
Year of passing : 2016
Institute : Mymensingh Polytechnic Institute
Board : Bangladesh Technical Education Board

Degree : **Secondary School Certificate**
Department : Science
Result : 4.94 (on a scale of 5.00)
Year of passing : 2010
Institute : Sonargaon High School
Board : Dhaka

PERSONAL QUALITIES :

- * Highly motivated and eager to learn new things.
- * Strong motivational and team work ability.
- * Ability to produce best result in pressure situation.
- * Excellent communication skill in written and verbal both.
- * Ability to work as individual as well as in group.

TRAINING

Training Title : Industrial Attachment Training
Institute Name : Shamim Enterprise Engineering Workshop
(PVT) Ltd.
Institute Category : Automobile Engineering Workshop
Topic Covered : Bodies and structures, Chassis, Maintenance, parts and Component Fuel and energy sources, Human factors and ergonomics, Noise vibration and harshness.
Duration : 3 Month (1st September, 2015 to 30th November, 2015)

Computer Literacy : Have a great skill about OS, MS Office, MS Word, MS Excel, Internet, Hardware, Troubleshooting & E-mail.

Work Experience :

1. Sales Representative at Leon Pharmaceuticals Ltd. Under Mymensingh Depot From 5-May-2013 To 10-Nov-2017.
2. Warehouse In-Charge + Officer-Distribution at Sunman-Birdem Pharmaceuticals Ltd. Under Mymensingh Depot From 15-Nov-2017 To Till Date.

Main Duties Performed:

- Organising and supervising warehouse and distribution staff
- Liaising with customers, drivers and suppliers on a daily basis
- Planning delivery routes for drivers a week in advance
- Managing the storage spaces and ensuring it is efficiently used
- Maintaining control of current stock and replenishing stock when needed
- Using computer systems to monitor inventory levels, dispatches and deliveries
- Picking and packing high-value goods for delivery
- Organising building maintenance and implementing Health & Safety regulations
- Recruiting and training new members of staff
- Producing reports regarding stock, delivery times and transport costs
- Ensuring the warehouse has maximum security at all times
- Updating and creating Depot reports to be presented to senior management
- Conducting disciplinary meetings when necessary

Declaration of Authenticity :

I declare hereby that all information I have presented here are true to my knowledge. If required and where applicable, this document can be supported by authentic certificates/papers.

Date: 14-08-2021

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Md.Ariful Islam