

**CURRICULUM VITAE
OF
MD. SARFARAJ ALAM**

Mailing address
N/8 (6th Floor),
Noorjahan Road,
Mohammadpur, Dhaka-1207.
Contact # 01673-855250



Objective:

Aiming to build a resourceful and challenging career in a positive and dynamic environment of a well-reputed organization where the opportunity to utilize knowledge and experience will be available for professional career development. In such a dynamic organization I would continuously improve my managerial and analytical skills.

Working Experience

Sr.Executive officer, February 1, 2013- continuing

Gazi International

Company Location: 37/2, Purana Paltan, Dhaka

Department: pumps and Motors (corporate sales and marketing)

Duties and Responsibilities:

- ✓ Actively search, develop & engage into new customer relationships to expand the market share.
- ✓ To visit the potential client premises regular basis.
- ✓ Daily route monitoring and guidance to sales force of corporate market as per territory focus.
- ✓ Analysis the sales lead or customer's requirements, select the right product and offer accordingly.
- ✓ Handle the sales lead closely and strategically to close the deal successfully.
- ✓ Keep the client data and communication to maintain the successive relationship.
- ✓ Drive to meet the sales target.
- ✓ Keep the management update on periodical sales progress.
- ✓ Reporting on competition.
- ✓ Model wise Territory sell-out targets, corporate houses.
- ✓ Model wise outlet coverage.
- ✓ Sell-in, stock maintenance and corporate management.

Academic Qualifications:

Master of Business Administration (M.B.A):

University : University of Dhaka
Major : Marketing
Result : Running
Session : 2010-2011

Master of Social Science (M.S.S):

University : University of Dhaka
Subject : Political Science
Result : 2nd Class with 58% marks
Year of passing : 2009(Exam held in 2011)

Bachelor of Social Science (B. S .S. Honors, Four years):

University : University of Dhaka
Subject : Political Science
Result : 2nd Class with 53% marks
Year of passing : 2008(Exam held in 2010)

Higher Secondary School Certificate (H.S.C):

Education Board : Rajshahi
College : Cantonment Public School & College, Rangpur
Group : Humanities
Result : G.P.A-3.10(Out of 5)
Year of passing : 2003

Secondary School Certificate (S.S.C):

Education Board : Rajshahi
School : Thakurgaon Gov't. Boy's High School
Group : Science
Result : G.P.A-3.75(Out of 5)
Year of passing : 2001

Computer Skill:

- Operating Systems : Windows 98, Windows 2000, Windows XP, Internet Explorer.
- Packages : Software Such as : Ms Word 2000, Excel 2000, MS Power Point 2000.

Extra Curricular Activities:

- Extra activities : Our team, where I was one of the players, from The dept. of political science was championed two times in the inter dept. cricket tournament (north zone) at Dhaka university.

Language Skill:

- ✓ Have good oral and written communication skills in English and Bengali.

Personal Information:

Name : Md. Sarfaraj Alam
Father's name : Md. Sazzad Alam
Mother's name : Sanzida Alam
Date of birth : 30th December, 1986
Permanent address : C/O. Md. Sazzad Alam
Vill. Fokir Para,
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Mailing address : N/8 (6th Floor), Noorjahan Road
Mohammadpur, Dhaka-1207.
Home district : Thakurgaon
Contact no. : 01714-384147, 01673-855250
Marital status : Married
Religion : Islam (Sunny)
Nationality : Bangladeshi (by birth)
National ID : 9429406126757
Sex : Male
E-mail address : sonu53584@gmail.com

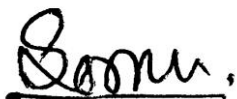
References:

Md.Fazle Elahi khan

Assistant judge
Rangpur district Court
Rangpur
Cell:01716410318

Md, Ruhul Amin

Asst, Secretary
Ministry of Foreign Affairs
(Govt. of Bangladesh)
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MD. SARFARAJ ALAM