

MOHAMMAD AQIF HOSSAIN

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Career Objective:

I want to create a good position at the corporate level through my knowledge, experience and communication skills that involves the development of new and existing.

Career Summary:

To be work in the Field that Improves Professional Challenges and Appreciates hard work and Integrity in carrying out Responsibilities. Obtain a Challenging Position through the Contribute my Knowledge, Experience and Communications.

Special Qualification:

Dip Eng.(4year) Ahasanullah University of Science and Technology Passed CGPA-2.73 - Electrical Department

Employment History:

Total Year of Experience : 11.1 Year(s)

1. Sr.Executive Branch Manager (June 4, 2020 - Continuing)

Runner Automobiles Ltd.

Company Location : 138,1, Tejgaon Industrial Area, Dhaka1208.

Department: Sales

Duties/Responsibilities:

Directing all operational aspects including distribution, customer service, human resources, administration and sales in accordance with the bank's objectives. Providing training, Overall care of staff and their well being. Presentation of store and advertising displays. Recruiting, performance management, and workplace scheduling.

Working on the shop floor, constant contact with customers and staff. ensuring the staff give great customer service as well as monitoring the financial performance of the Store.

2. Branch Manager (February 12, 2019 - May 30, 2020)

Ordient Technology Limited An Authorized Reseller Apple Inc. Bangladesh.

Company Location : Ground Floor, Casablanca, Gulshan Avenue, Dhaka-1212.

Department: Retail Store

Duties/Responsibilities:

Directing all operational aspects including distribution, customer service, human resources, administration and sales in accordance with the bank's objectives. Providing training, Overall care of staff and their well being. Presentation of store and advertising displays. Recruiting, performance management, and workplace scheduling.

Working on the shop floor, constant contact with customers and staff. ensuring the staff give great customer service as well as monitoring the financial performance of the Store.

3. Store Supervisor (March 13, 2018 - February 5, 2019)

Quest Holdings Bangladesh Pvt.Ltd (THE BODY SHOP INTERNATIONAL FRANCHISE)

Company Location : Utc Building, 19th Floor, Pantapath, Dhaka.

Department: Retail Sales

Duties/Responsibilities:

Ensure smooth functioning of all stores and to manage all operational issues of the stores. Create an effective and efficient retail operations system with a well-functioning support, including product logistics and inventory control. Plan and make new strategies for improving the sales.Planning and reviewing KPIs of all stores.Staff Recruitment Staff Training. Shrinkage/Damage & Expiry control Responsible for Stock.Stores management, To be responsible and accountable for the merchandising function within the business, To maximize Sales & Profitability, Shrinkage/Damage & Expiry control, Responsible for Stock.

4. **OFFICER (Local Sales) (November 11, 2016 - January 31, 2018)**

SWISS COLOURS BANGLADESH LTD. (An agents for HUNTSMAN Singapore Pte. Ltd.)

Company Location : Ahmed Tower, 4/a Dhanmondi, Dhaka.

Department: Local Sales Administrative , logistics.

Duties/Responsibilities:

Taking product Orders, ERP System Management, Transport Organized, Insure Proper & smooth Delivery, Data Entry, Cash Sales Management, Admin Support, vehicle management, making challan .

5. **Assistant Manager (Maintenance) (August 5, 2014 - September 29, 2016)**

Excellent Autos Limited

Company Location : New Bashundhara Mosque Road, Coca-cola, Dhalibari, Plot-423, Block-D, Dhaka.

Department: Maintenance

Duties/Responsibilities:

Prioritize the maintenance and repairs of company equipment and parts,Ensure that all vehicles are cleaned, fueled and in proper working order,Implement safety policies and procedures for the department, Ensure efficient repair schedules and review repair cost estimates,monitor inventory,Typically oversee the installation, repair a machines and mechanical systems and Electrical and Power equipment`s as well.

6. **Assistant Outlet Operation Manager (April 3, 2013 - June 30, 2014)**

ACI Logistics Limited. [Shawpno]

Company Location : Novo Tower(8th floor),Tejgaon,Dhaka

Department: retail

Duties/Responsibilities:

Responsible for the day-to-day operations of a retail store,customer service, train new employees, prepare schedules and assign duties for current employees,dealing with customer queries and complaints,Responsible for the daily running of stores, POS support, petty cash maintaining. insure overall activities of whole outlet .

7. **Customer Experience Manager (May 10, 2012 - March 28, 2013)**

Robi Axiata Limited

Company Location : North Tower,Uttara, Dhaka,Bangladesh.

Department: Market Division

Duties/Responsibilities:

Communicating with clients and customers about their experiences with a product or service. Providing advice on purchasing products or services. Answering client or customer questions about properly using or accessing a product or service. Informing about newly launched product & VAS.

8. **Senior Executive Sales (March 26, 2011 - September 28, 2011)**

Artisti Collection Ltd.

Company Location : 924/1 Begum Rokeya Sharonee,Mirpur,Dhaka-1216.

Department: Marketing & Sales

Duties/Responsibilities:

Face to Face Customer Support, POS Operating, Cash Management, Merchandising, Back Store Management. Inventory Support.

9. **As Internship (September 13, 2010 - October 24, 2010)**

BANGLADESH POWER DEVELOPMENT BOARD (BPDB). (CERS,BUBO)

Company Location : Cherag Ali,Tongi,Gazipur,Bangladesh.

Department: Power Generation & Sub-Station.

10. Office Executive (February 27, 2009 - July 30, 2011)**Darul Kuran International Foundation**

Company Location : 1,hossaini dalan,road,dhaka-1211

Department: maintenance & customer service

Duties/Responsibilities:

Data entry, Hardware Troubleshooting, OS installation and software support, Admin work support.

Academic Qualification:

Exam Title	Concentration / Major	Institute	Result	Pas.Year	Duration	Achievement
Diploma In Engineering	Electrical	Ahsanullah University Of Science And Technology[ITVET].	CGPA:2.73 out of 4	2012	4 years	Academic scholarship
SSC Exam	Science	Nabakumar Institution	Second Division, Marks :3.06%	2007	2006-2007	Academic scholarship

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
University Attachment	Sub-Station, Transformers, LT-HT, Power Grid, Power Distribution.	Central Equipment Repeating Shop,CERS	Bangladesh	Cherag Ali, Tongi, Gazipur	2011	2011-2012

Professional Qualification:

Certification	Institute	Location	From	To
Assembled more than 630 PC	Floret Multimedia & Software Ltd.	House # 52, Hossaini Dalan Road, Dhaka	January 3, 2009	November 28, 2011
Hardware Troubleshooting	Darul Quran International Foundation	Hossaini Dalan Road, Dhaka-1211	June 1, 2008	September 28, 2008
Internet & E-mail Operation (Broadband, Dial-up)	Darul Quran International Foundation	Hossaini Dalan Road, Dhaka-1211	October 1, 2007	January 30, 2008
Database Management :MS Office (MS Word, MS Excel, MS Access, MS Office Inf	Darul Quran International Foundation	Hossaini Dalan Road, Dhaka-1211	January 1, 2007	April 30, 2007

Career and Application Information:

Preferred Job Category : IT/Telecommunication, Marketing/Sales, Customer Support/Call Centre

Looking For : Mid Level Job

Available For : Full Time

Expected Salary : Tk. 42000

Preferred District : Dhaka

Preferred Country : Australia, Canada, Finland, France, Germany, India, Japan, Kuwait, Malaysia, Singapore

Preferred Organization Types : Telecommunication, Retail Store, Govt./ Semi Govt./ Autonomous body, Logistic/Courier/Air Express Companies, Consulting Firms, Hotel, Airline, Overseas Companies, Group of Companies, Call Center, Immigration/Visa Processing

Specialization:

Fields of Specialization
<ul style="list-style-type: none">• Software• Data Entry• Computer Operating• Customer Support• Sales target, Customer Service• CCTV Maintaining• Computer repairing• Trainee Helping• Office assisting• Electrical/ Electronics

Language Proficiency:

Language	Reading	Writing	Speaking
bangla	High	High	High
hindi	Low	Low	High
english	High	High	Medium

Personal Details :

Father's Name : MD. ABDUS SATTAR
Mother's Name : SYEDA SAYLA BEGUM
Date of Birth : December 30, 1990
Gender : Male
Marital Status : Married
Nationality : Bangladeshi
National Id No. : 19902694263000129
Religion : Islam
Permanent Address : House:18/3, Hossaini Dalan Road, 1211, Chak Bazar, Dhaka
Current Location : Dhaka

Reference (s):

Reference: 01

Name : MOHAMMAD YASIN ALI
Organization : Ahasanullah University of Science & Technology
Designation : Professor & Head of Electrical Dept.
Address : 30, West Tejturi Bazar, Dhaka-1215
E-Mail : vc@aust.edu
Relation : Academic

Reference: 02

SYED SAYREK HOSSAIN
Excellent Autos Bangladesh Limited
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Professional

