

MD. SAYEM SADIQ

House: 07, Road: 07, Flat: 07, Nikunja-2, khilkheth, Dhaka

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Career Objective

I am a self-aware and self-respective person hoping to be a global corporate executive in multinational organizations. I would like to serve and to develop my career as a business research based personnel in a challenging environment with excellent career development prospect.

Academic Qualification

Degree	Institute	Passing year	Result
Masters of Business Administration (Concentration in HR)	American International University-Bangladesh (AIUB)	2019	CGPA 3.50 out of 4
Bachelor of Business Administration (Concentration in Marketing)	American International University-Bangladesh (AIUB)	2017	CGPA 3.26 out of 4
Higher Secondary Certificate	Cantonment Public School & College, Rangpur	2012	CGPA:4.30 out of 5
Secondary School Certificate	Cantonment Public School & College, Rangpur	2010	CGPA:4.19 out of 5

Special Education

6th month PGDHRM jointly offered by AIUB & BSHRM (Continuing)

Professional Experiences

Designation: **Jr. Executive**
Organization: **American Dairy Ltd.**
Department: **HRD**
Duration: **20th August, 2019-25th March. 2020**
(Co-ordinate all HR functions)

Designation: **Intern**
Organization: **Apex Footwear Ltd.**
Department: **HRD**
Duration: **8th May, 2019- 22 July, 2019**
(Maintaining ERP and HR Payroll systems)

Trainings and Workshops

- Project Management By *PMI Bangladesh Chapter*
- Supply Chain Management By *Bangladesh Apparel Professional Society*
- Social Enterprise at the Social Business Expose program at *Daffodil International University*

Corporate Trainings

- Tips and Techniques For Building Strong and Lasting Client Relationship by *Ms. Nahreen Chowdhury, Relationship Manager, Standard Chartered Bank at AIUB*
- Professional in Customer Service by *Genex Infosys limited, SEIP-BACCO*

Extra-Curricular Activities

- ✚ Volunteer Member at SHOUHARDA -YOUTH FOUNDATION (a social organization)

Language proficiency

- ✚ High proficiency in English & Bengali Speaking, Reading, Writing

Educational Tour

- ✚ Akij Food and Beverage Limited (AFBL) at **Dhamrai, Dhaka**
- ✚ Kazi & Kazi Tea Estate Ltd. at **Panchaghar**
- ✚ Maddhapara Granite Mining Company Limited (MGMCL) at **Dinajpur**
- ✚ Central Distribution Center – **CDC (Apex Footwear Ltd.)**
- ✚ Concord Amusement park – **Fantasy kingdom (Consumer research)**

Computer skills

- ✚ Ms word, MS excel, MS power point, Internet Communication

Interest

- ✚ Body building, Socializing, Idea generating, Reading, Playing, Travelling at historical/natural places

Interpersonal skills

- ✚ Helpful, Friendly, Cooperative, Grateful, Able to work under pressure & Team work

Personal details

Father's Name: MD. AHKAM HABIB CHOWDURY
Mother's Name: MRS. AFROZA BEGUM
Date of Birth: March 19, 1995
Marital Status: Unmarried
Permanent Address: House no: 66, Road no: 2 (PTI), Kotkipara, Dhap, Rangpur

References

Name	: Barrister Junayed Mohammed	Name	: MD. Sayem Ahmed
Organization	: Stamford University Bangladesh, AIUB	Organization	: American Dairy Ltd.
Designation	: Senior lecturer, Adjunct faculty	Designation	: Jr. Executive-Admin
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