



Tayabur Rahman

I would like to work for an organization which will provide me the opportunities to prove my skills and knowledge to grow along with the organization objectives.

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📍 Basundhara R/A, Dhaka, Bangladesh

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📅 22 December, 1995

🔗 live:f082ea5511aef6d8

WORK EXPERIENCE

Operation Executive Litmond Shipping Ltd

03/2019 - 06/2020

Shipping Company / Agents

Achievements/Tasks

- Waiver Certificate Collection from Bangladesh Shipping Office
- Declaration to the Port & Receiving Ship

Contact: Anwarul Azim (GM) – +8801753777721

Chittagong

QAD Assistant (Admin) C&A Sourcing International Ltd

10/2018 - 02/2019

One of the most longest lasting and pioneering retailers in the global fashion business.

Achievements/Tasks

- FI done for held orders and make third party inspection status & send to merchandise
- Arrange third party inspection & Give files to 3rd party
- Software & data management like: SAP, Ariba, Pivote88

Contact: Taslima Khatun Disha (QAD Admin) – disha_0935@yahoo.com

Dhaka

Marketing Officer ZMT Estate Ltd

02/2016 - 05/2017

A Real Estate & Service Care Business

Achievements/Tasks

- B2B Sales, Branding, Marketing Plan, Client Relation

Dhaka

EDUCATION

Bachelor of Business Administration (BBA) North South University

03/2014 - 08/2018

Marketing

- Brand & Service Marketing, Consumer Behavior, Promotional & Strategic Marketing

3.01 out of 4

Higher Secondary Certificate (HSC) Govt. College of Commerce, Chittagong

07/2011 - 04/2013

GPA Golden 5 out of 5

Secondary School Certificate Bangladesh Bank Colony High School

01/2009 - 03/2011

GPA Golden 5 out of 5

SKILLS

Leadership

Marketing Analysis

Public Speaking

Team Work

MS Office

Operation & Logistic

ORGANIZATION & ACTIVITIES

AIESEC Egypt - Short Intern on Quality Education & Future Leaders (05/2018 - 05/2018)

- Collaborate intensively and daily with colleagues to design learning outcomes, monitor growth, and thoughtfully address individual student needs

Intern at Jamuna Oil Company Limited (06/2018 - 08/2018)

- Working in different departments, Oil Marketing, Main Depot Operation

Sub Executive at North South University HR Club (05/2015 - 08/2016)

- Leading team, Arranging HR based programs, seminars and workshops

CERTIFICATES

Successful Negotiation: Essential Strategies and Skills (06/2020 - 07/2020)

University of Michigan

Marketing in a Digital World (06/2020 - 07/2020)

University of Illinois at Urbana-Champaign

Influencing People (06/2020 - 07/2020)

University of Michigan

LANGUAGES

English

Full Professional Proficiency

Bangla

Native or Bilingual Proficiency

Hindi / Urdu

Limited Working Proficiency

ACHIEVEMENT

Achieved 3rd position in Talent Pool list of Govt. Scholarship by Chittagong Board in SSC- 2011

Achieved 6th position in general merit list of Govt. Scholarship by Chittagong Board in HSC- 2013