

RESUME



Eleas Munshi

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OBJECTIVE

To work as a Mechanical Engineer in the Automobile sector of different private or Multinational companies of Bangladesh, In its service Department and grow rapidly with increasing responsibilities.

EDUCATIONAL QUALIFICATIONS

#B.sc in Engineering:

Name of the institute : Sonergaon University.
Group : Mechanical Engineering.
Session : 2016-2020.
Result : C.G.P.A-3.78(out of 4).

Diploma-in-Engineering:

Name of the institute : Faridpur Polytechnic Institute.
Group : Power Technology.
Session : 2011-2012.
Result : C.G.P.A- 3.65(out of 4).
Education board : Bangladesh Technical Education Board.

Secondary School Certificate:

Name of the institute : Moulovi Abdul Hye Memorial High School
Group : Business Studies
Passing Year : 2011
Result : G.P.A-4.88(Out of 5).
Education Board : Dhaka.

Training Details:

Training Title	Institute	Country	Location	Year	Duration
Industrial Training	Government Motor Vehicle workshop	Bangladesh	Dhaka	2015	6 months
Training In MS Office Course	Active Multimedia	Bangladesh	Dhaka	2016	3 months

COMPUTER SKILL

- Have knowledge on PC Assembly, Hardware, Software, Installation and Trouble shooting.
- Data Processing & editing Package: MS Word, MS Excel, Power Point.
- Internet Browsing, E-mail etc.

WORKING EXPERIENCES

JOB:1

Position : Service Engineer
Employer : Hamida Traders Ltd
Location : Dhaka
Period : 01 Feb, 2017 to
13 March, 2021

Responsibilities:

1. HDD Machine troubleshooting & Diagnosis.
2. Prepare the estimated bill of the service.
3. Working the day to day activities of the service technicians.

JOB:2

Position : Service Engineer.
Employer : Niloy Motors LTD
Location : Cumilla
Period : 17 March, 2021 to
Till now

Responsibilities:

1. Implementation of the all service SOPs .
2. Ensure customer satisfaction.
3. Spare parts order & stock maintain.
4. Document customer complaints.
5. Implement service promotional activities.
6. Prepare monthly/ yearly service plan.
7. Prepare the estimated bill of the service.

PERSONAL DETAILS

Personal Profile:

Name : Eleas Munshi
Father's name : Seraj Munshi
Mother's name : Nazma Begum
Date of Birth : 06 April, 1994
Nationality : Bangladeshi.
Marital Status : Single.
Religion : Islam.
Village : Fularpar
Post : Fularpar(8140)
Thana : Muksudpur
District : Gopalganj
Blood group : O⁺(ve)
Cell Phone : +8801770259013

Reference 1

Rashedul Hasan Khan
Sr. Executive
Niloy Motors Ltd
Cantonment, Cumilla
01919096843

Reference 2

Joni Ibrahim
Head of HDD Department
Hamida Traders Ltd
Polton, Dhaka
01785250340

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