

MD. BANIYEAMIN

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Career Objective:

Experienced in sales admin, sales and marketing, and data analysis. Willing to build up a career in an organization that will allow me to give me chance to perform in any sector, especially in sales/credit monitoring. Would like to provide my best performance with responsibility, honesty, efficiency, productivity, hardworking and own confidential personality that may help me to gain.

Working Experience:

Executive Sales Admin

Jamuna Electronics and Automobiles Ltd.

July 2020- Continuing

Responsibilities:

- Collection Monitoring.
- Prepare Ageing Report.
- Dealer file maintain.
- Performance analysis of all (Field Forces & Dealer).
- Attendance of Field Forces (daily basis)
- Distributor Stock analysis and maintain.

Direct Sales Executive

IFIC Bank

Nov 2019- March 2020

Responsibilities:

- Processing of loan application.
- Selling retail product to the potential customer.
- Migration of risk by scoring of clients for creditworthiness.
- Preparation of loan statements for clients and ensuring they dispatched on time.

Undergraduate Teaching Assistant

East West University

Sept 2017 – Aug 2018

Primary Data Collector (Household and Traffic Survey)

- Pagla Sewage Treatment Plant under WASA (June 2019)
- Supervised by Dr. Anamul Haque (Professor at Department of Economics)

Academic Qualification:

- BSS – Economics and Finance, East West University, CGPA 3.23 / 4.0, 2018
- HSC – Humanities, GPA 5.00 / 5.0, Haidergonj TRM Kamil Madrasah, 2012
- SSC – Humanities, GPA 5.00/ 5.0, Haidergonj TRM Kamil Madrasah, 2010

Personal Information:

Date of Birth : 13 July 1995
Nationality : Bangladeshi
NID No. : 6903160874

Extracurricular Activities:

- Organizer at “EWU Supply Chain Challenge 2.0” (June 4, 2018 – July 25, 2018)
- Organizer of East West University Agro Biz Expo 2017
- Organize Orientation Economics program from Spring 2016 – Fall 2017
- Volunteer Of 17th Convocation of East West University.
- Volunteer Coordinator of East West University Career Council Center.

Training and Workshops:

- Participated in Excellency in Excel Organized by East West University Business Club.
- Participated in Financial Market Conducted by Coursera.
- Attended in Learning Path Becoming Sales Rep Conducted by LinkedIn Learning.

Professional Skills:

- Team Collaboration
- Client Service
- Time management and leadership.

Computer Skills:

- Proficient in MS office, PowerPoint, Excel, and Access.
- Proficient in data analysis and visualization (Python, PowerBI, Tableau).
- Tech savvy.

Language Skills:

Mother tongue – Bengali. Fluent in Bengali, English, and full working knowledge in English.

References:

Dr. Syed Abul Basher
Professor
East West University
Syed.basher@ewubd.edu
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Shamsuddin Ahamed Sajib
Human Resource Executive
United Hospital Ltd.
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Declaration:

All the information mentioned in the resume is correct to the best of my knowledge and belief.

Signature