Asfaquzzaman Dipto

Address: MerajNagar, D-Block, Jatrabari, Dhaka
E-Mail: tastandipto@hotmail.com
Mobile: +8801787598548

Career Objective:
To be potential resource to the organization where I can utilize all of my skills & knowledge to help the organization to grow & further enhance my profile. It would be my never-ending dedication to maintain the Spectrum of integrity & honesty. My motto will be problems are opportunities & never except defeat in life.

Employment History:

Jr. Key Account Manager (January 2, 2020 - Continuing)
Shopfront Limited (ShopUp)
Company Location: House No. 112, Road No. 06. Mohakhali DOHS, Dhaka
Department: Supply
Duties/Responsibilities:
- Resolving key client issues and complaints
- Developing a complete understanding of key account needs
- Anticipating key account changes and improvements
- Managing communications between key clients and internal teams
- Managing account team assigned to each client
- Strategic planning to improve client results
- Negotiating contracts with the client and establishing a timeline of performance
- Meeting all client needs and deliverables according to proposed timelines
- Analyzing client data to provide customer relationship management
- Expanding relationships and bringing in new clients

Achievement: Become employee of the month for outstanding performance in the month of March 2020.

Management Information System Executive (August 25th, 2018 to August 31st, 2019)
Piickme Limited
Company Location: Apon Heights Plot No. 27/1/B Rd No. 3 (13th/E & 14th/E) Shyamoli Dhaka-1207
Department: Operation Rides
Duties/Responsibilities:
- Data Verifying
- Communicate with customer
- Given Instant Solution to customer
- Given Customer feedback to consult Department
- Social Communication

Management Information System Executive (January 1st, 2018 to August 24th, 2018)
Shohoj Limited
Company Location: Road no-84, House no-04, Gulshan-2.
Department: Operation Rides
Duties/Responsibilities:
- Data Verifying
- Communicate with customer
- Given Instant Solution to customer
- Given Customer feedback to consult Department
- Digital marketing

Training and Development:
Internship 3 months of Mutual Trust Bank Limited (General Banking, Open A/C Banking, Clearing department section)

Educational Qualifications:

Masters of Business Administration (MBA)
Institute: Stamford University Bangladesh
Status: Continuing (2nd Semester)
Major: Marketing

Bachelor of Business Administration (BBA)
Institute: University of Development Alternative (UODA)
Result: 3.06 out of 4
Year of Passing: 2016
Major: Marketing

Higher Secondary Certificate (H.S.C)
Institute: Dania University College
Group: Business Studies
Result: 3.70 out of 5.00
Board: Dhaka
Year of Passing: 2012

Secondary School Certificate (S.S.C)
Institute: Rais Nagar High School
Group: Business Studies
Result: 3.56 out of 5.00
Board: Dhaka
Year of Passing: 2010

Personal Skills:

- Self-motivated, Flexible & Innovative
- Goal oriented & Good leadership
- Strong interpersonal and Communication skills

Language:

- English, Bangla and Hindi.

Personal Details:
Name: Asfaquzzaman Dipto
Father's Name: Moniruzzaman
Mother's Name: Farzana Akter
Date of Birth: 15th June, 1995
Gender: Male
Religion: Islam
Marital Status: Unmarried
Nationality: Bangladeshi
Permanent Address: MerajNagar, D-Block, Kodamtoli, Dhaka.
Present Address: MerajNagar, D-Block, Kodamtoli, Dhaka.

Reference:

Name	:Touhidur Rahman	Towhid Ahmed Shimanto
Organization	:Flora Limited	ShopUp Limited
Designation	:Assistant Manager	Head Of Department
Address	:108 New Elephant Road (2nd Floor) Dhaka-1205, Bangladesh	House No. 112, Road No. 06. Mohakhali DHOS, Dhaka
Mobile	:+8801731311525	+8801675677643
E-Mail	:florael@floralimited.com	towhidahmed9580@gmail.com
Relation	:Family Friend	Professional

Acknowledgement:
I hereby declare that the submitted information is true and authentic. I have not concealed any facts or information.