**Resume of**

**Md. Abdullah-Al-Mamun**

**764/3-A, Middle Monipur,**

**Mirpur-2,Dhaka- 1216.**

**Phone: 01919724435**

**E-mail: almamun4435@gmail.com**

Career Objectives

To build up a dynamic professional career by developing skills through applying my knowledge, a challenging field of an organization where progress is the chief goal and to set myself as competent dependable person by contributing efforts, initiatives, creativity and leadership to pursue the goals of the organization.

Achievement or Experience

* **Company : NATIONAL FANS LIMITED**
* Department : Corporate Sales
* Designation : Sales Executive
* Responsibilities : Making a forecasting budget to achieve the

monthly sales and target & follow up the

pharmaceuticals, industry & Ngo make different

kind of report.

* Duration : 20th April 2017 to 14th June 2019
* **Company : ADVANCE NEW MODEL SCHOOL**
* Department : English and Bangla Medium
* Designation : Assistant Teacher
* Responsibilities : Capable to good understanding among all the

Students and assistant teachers.

* Duration : 10th June 2016 to 18th April 2017

Academic Qualifications

* **Masters of Business Studies (MBS)**
* Institution : National University
* Department : Accouting
* Duration : 1 Years
* Result : 1st Class
* Session : 2012-13
* Year of Passing : 2013
* Result Published Date : 17/11/2016
* **Bachelor of Business Studies (BBS)**
* Institution : National University
* Department : Accouting
* Duration : 4 Years
* Result : 1st Class
* Session : 2008-09
* Year of Passing : 2012
* Result Published Date : 22/03/2015
* **Higher Secondary Certificate (HSC)** 
  + Institution : Kadirdi Degree College
  + Group : Business Studies
  + Board : Dhaka
  + Group : Business Studies
  + Result : GPA 3.80
  + Year of Passing : 2008
  + Result Published Date : 10/09/2008
* **Secondary School Certificate (SSC)**
* Institution : Kharsuti C.K High School
* Group : Business Studies
* Board : Dhaka
* Group : Business Studies
* Result : GPA 4.19
* Year of Passing : 2006
* Result Published Date : 22/06/2006

Computer Skills

* Office Automation (Ms Word, Ms Excel, Ms PowerPoint)
* Operating Systems: Windows 2000, XP, and 98, vista, 7, 8.

Language Proficiencies

* Bengali (Mother Language).
* English (Speaking, Listening, Writing, and Reading ability).

Personal Profile

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| **Name in full** | : | Md. Abdullah-al-mamun |
| **Father’s name** | : | Md. Tafsir Molla |
| **Mother’s name** | : | Khadija Begum |
| **Permanent address** | : | Village: **Beradi** , Post office : **Dhobaghata** Upazila: **Boalmari**, District**: Faridpur** |
| **Mailing address** | : | 764/3/A , Middle Monipur , Mirpur-2, Dhaka 1216 |
| **Date of birth** | : | 25/12/1991 |
| **Place of birth** | : | Faridpur |
| **Nationality** | : | Bangladeshi (By Birth) |
| **National ID** |  | 19912911890000042 |
| **Religion** | : | Islam |
| **Sex** | : | Male |
| **Marital Status** | : | Unmarried |
| **Blood group** | : | O+ |

References

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| Md. Sirazul Islam  Assosiate Professor  Govt. Rajebdra College Faridpur,  Faridpur  Department of Accounting  Mobile : 01715511279 | Md. Lutfor Rahman  M&J Group  Asst. General Manager  (Central Sample Section)  Mohakhali Dhaka  Mobile : 01811459098 |

I do hereby declare that the above statements are correct and complete to the best of my knowledge.



(Md. Abdullah-Al-Mamun)

Date:11-10-2020