**MD. ATIQUL ISLAM**

**▪ Cell:** +8801781047541

**▪ E-mail:** atiqulislamoreo@gmail.com

**▪ LinkedIn:**www.linkedin.com/in/md-atiqul-islam-89a402116/

**▪ Present Address:** Bhobanipur, kashimpr Gazipur,Dhaka, Bangladesh.

**CAREER OBJECTIVE**

Obtain a job as a warehouse assistant with Bangladesh Honda Pvt. Ltd. to near 1 year of experience, expertise in inventory management, attention to detail, and to contribute to the performance of the company.

**Rancon Motor Bike Ltd. (SUZUKI) December -2019**

Designation: ERP Data Entry operator (warehouse), Contractual

Supply Chain management.

**Job Responsibilities:**

1. Check Pending quantity in OMS & IFS (software) respective Invoice for physical Delivery.
2. Making Manually Excel –Input Engine & Chassis Number For Upload in OMS
3. Input Engine , Chassis Number & others In IFS
4. Product quantity add In OMS (Software) as per Physical Delivery Model, Color.
5. Making New Invoice In OMS (software)For Color Change -giving Price, Discount & others
6. Missing GRN solve against Dealer / Respective Sales person Claim.
7. Check availability of bike stock & order check in IFS (software) for Delivery.
8. Create Delivery Challan & Gate pass in OMS & IFS.
9. Inventory Problem Identify & solving.

Education:

**Master of business Administration (MBA) Major in HRM**  November 2019

University of Rajshahi - CGPA: 3.38 / 4.00

**Bachelor of Business Administration (BBA) Major in Management** **-** October 2018

University of Rajshahi - CGPA: 3.31 / 4.00

**Nishindara Fakir Uddin School & Collage** (Bogura, Bangladesh) - July 2010-August 2012

Higher Secondary Certificate (HSC), in Business Studies Background GPA:5.00/5.00

**Nishindara Fakir Uddin School & Collage** (Bogura, Bangladesh) - January 2005- May 2010

Secondary School Certificate (SSC), in Commerce Background GPA:4.75/5.00

**EXTRACURRICULAR ACTIVITIES**

**Active Citizen Youth Leadership Training 2017 November 2017- Present**

Trainee and Project Organizer

* Participated 4 Days leadership training program organized by British Council Bangladesh
* Accomplished **“Child Abusing Awareness Project”** among 150+ store in Rajshahi city

**Youth School for Social Entrepreneurship**

Public Relation Executive (Rajshahi division) **January 2016-2019**

* Mange 150+ participant by booth management
* Organized two workshops

**Transparency international Bangladesh (TIB) January 2018- 2019**

Member of YES friend (Rajshahi Metropolitan)

Competition & Campaign

* Participated Inter-Department Debate Competition First year, second year organized by Rajshahi University debating forum
* Participated a day long cleaning awareness program arranged by Poriborton Chai in Feb in 2017 & 2018

Academic Internship: sep-2018

* Overall Managerial Activities OF Bangladesh small & Cottage Industries Corporation(BSCIC), Rajshahi Regional Office , Sapura, Rajshahi

Academic Research:

* Research Report Prepared On Customer satisfaction On Bank Asia 2019

Computer/Technical Skills:

* Basic Computer Knowledge (Fundamental of Computer)
* 3 Month Microsoft Office (M.S-word, Excel, Power-Point) training from LICT
* Sound Knowledge about V-lookup H-lookup Pivot Table

Personal Interest

Reading books, Newspaper, Watching movies, Travelling, Playing Cricket

Competencies:

* Strong Work Ethics And Values
* Good interpersonal skill
* Strongly believe in honesty and dignity.
* Quick learner.
* Able to work independently as well as in a team

**PERSONAL INFORMATION**

Father’s Name : Rezaul Karim

Mother’s Name : Mst. Miniara Begum

Permanent Address : Godarpara Bazar,

15 No ward,

Zilla : Bogura

Thana :Bogura Sadar

Marital Status : Single

Date of Birth : 10/08/1995

Nationality : Bangladeshi

Religion : Islam

Height : 5.7״

Blood Group : O + (Positive

**REFERENCES:**

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| Md.Zahirul Islam  Assistant Manager, warehouse  Supply Chain Management  Rancon Motorbikes Ltd.  Cell: 01708151836  Email: zahirul@suzuki.com.bd |  | Md. Mirazul Islam  Executive Sales officer  Meghna pulp & paper mills ltd  Meghna Group  Cell:01730399804  Email: mirajulislam187@gmail.com |

Declaration:

Hereby, I declare that the above information is true and correct to the best of my Knowledge

If additional information is needed, it will be provided.

Respectfully your

Md. Atiqul Islam

Date: 20/10/2020