

**Curriculum Vait Of**

**Utpal Kumar Basak**

Masters of social science (MSS) From National University.

Contact No: +8801915-102118

E-mail: [utpalkumarbasak@gmail.com](mailto:utpalkumarbasak@gmail.com)

**Career Objectives:**

Looking for hard and challenging job so that I can utilize my potentiality, adaptability and skill to do something innovate and from where I will be able to enhance my knowledge.

**Experiences:**

* Organization : PRAN-RFL GROUP
* Position : TSO
* Duration : 1st October, 2018 to till now.

**Personal Details:**

Name : Utpal kumar Basak

Father’s Name : Gurudas Basak

Mother’s Name : Panchami Rani Basak

Date of Birth : 25th December, 1991

Marital Status : Unmarried

Permanent Address : Vill: Sutulia, Post: Hatgopalpur, P.S: Sadar, Dist: Jhenaidah

Present Address : Vill: Sutulia, Post: Hatgopalpur, P.S: Sadar, Dist: Jhenaidah

Religion : Sonaton

Nationality : Bangladeshi (by birth)

Sex : Male

Blood Group : O (Positive)

Height : 5 Feet 6 Inches

**Academic Background:**

Secondary School Certificate Examination (SSC)

Group : Humanities

Year of Examination : 2009

Position : 3.13 out of 5

Academic Institution : Hat Gopalpur Secondary School, Jhenaidah.

Education Board : Jessore.

Higher Secondary Certificate Examination (HSC)

Group : Humanities

Year of Examination : 2011

Position : 3.90 out of 5

Academic Institution : Raicharan Tarini Charan College, Jhenaidah.

Education Board : Jessore.

Bachelor of Social Science (Honor’s)

Subject : Political Science

Year of Examination : 2015

Position : 2.98 Out of 4.00

, Academic Institution : Department of political science

Education Board : Jessore Cantonment College, National University.

Master of Art’s (Master’s)

Subject : Political Science

Year of Examination : 2016

Position : 3.14 Out of 4.00

, Academic Institution : Department of Political Science.

Education Board : Govment KC College, Jhenaidah, National University

**Computer Skill:**

* Adobe Illustrator
* Adobe Photoshop
* Microsoft Office (Word, Excel)
* Internet Browsing

**Communication Skills:**

* Considerably well in reading, writing and speaking both in Bengali and English.
* Quite confident and friendly while meeting and assisting people at all levels and able to provide them with a quality service.
* Able to handle efficiently, courteously and tactfully clients directly or over the Telephone.

**Self-Assessment:**

* Willing to learn and build-up career by accepting responsibilities on all aspects.
* Energetic, Sincere, Hardworking and Dutiful.
* Able to set prioritize and routine tasks.

**Hobby:**

Traveling, Reading and Sports.



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Signature & Date:

**Utpal Kumar Basak**