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# **MD.** **SHAIK HOSSAIN**

**Address** - 287/chha, Ambagan, Mogbazar, Dhaka

**Contact No** - +8801962401592, +8801714585839

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***My Self***

I am a person with positive attitude, self-confidence, quick learner, who works whole-heartedly in each and every activity taken up and there by achieves excellence. I consider myself to be a work-oriented person having assets of intellectual knowledge, sociability and a flavor to do work in any atmosphere.

***Employment History***

**01/02/2018 To** Working as an Executive under Inventory department of

**Till Now** **Pickaboo.com** science February 2018 to till now.

***Responsibilities***

**Maintain properly Inventory operations.**

**Pending issue solving specially for seller billing.**

**Provide necessary product related information sharing all department**

**Daily basic system check and solved problem when its wrong.**

**Month inventory counting report prepare and reconciling**

**01/03/2017 To** Working as an Supply Chain Officer under ACI Salt Department of

**30/10/2017** **ACI LTD** science March 2017 to October.

***Responsibilities***

­­­Maintains Daily sales report.

Maintains Invoicing.

Arrange Transport Daily, Making Bill, Follow up.

Planning, Developing and Implementation of Sales Relates Software.

Provide necessary information to Internal & External Auditor.

**22/09/2013 To** Working as a contact center Trainee under Customer Care Department of

**25/09/2016** **Banglalink Digital Communication LTD** science September 2013 to

September 2016

**Responsibilities**

Provide one-stop quality Customer Service over the phone to

ensure positive customer experience.

Attaining customer call’s regarding their feedback, queries and complaints.

Handling customer’s problems and solve them.

Maintain targeted KPI on a regular basis.

Provide timely feedback.

***Extra-Curricular***

Participate in intercollegiate cricket competition.

Participate in school debating competition.

Working as volunteer in school and college fest.

***Educational Qualification***

**M.B.S** M.B.S(Major in Finance) in June 2016 from (Major in Finance) Department of Finance, Govt: Titumir College under national university

Of Bangladesh. Obtaining 1st class bearing 70% mark.

**B.B.S Honor’s** BBS Honor’s (Major in Finance) in January 2014 from department

(Major in Finance) of Finance, New Model Degree College under national university of

Bangladesh. Obtaining 2nd class bearing 58% mark.

**H.S.C** Passed HSC in 2007 from Tejgoan college Dhaka board securing GPA 4.10

(Business Studies) (A) out of 5.00.

**S.S.C** Passed SSC in 2005 from Nazrul shikshalaya Dhaka board securing GPA 3.94

(Science) (A-) out of 5.00.

***Personal Information***

Name Md Shaik Hossain.

Father’s name Md Mostafa Hossain.

Mother’s name Selina Akter.

Date of Birth 08th, august ,1990

Nationality Bangladeshi by birth.

Religion Islam (Sunni)

Sex Male.

Marital status unmarried.

Mobile number +801962401592, +8801714585839.

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

***Computer pursuit***

Basic knowledge of windows operating system.

Professional knowledge of Microsoft office packages (word, excel, power point, outlook).

***Declaration***

I hereby declare that above furnished particular are true to the best of my knowledge and brief.

***MD. Shaik Hossain***