

# KAMAL HOSSAN

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## Career Objective:

Looking for a hard and challenging job where I will have scope to utilize my potentiality, adaptability where i can utilized my experiment, and my skills to do something to innovate and where I will be able to enhance my knowledge.

## Employment History:

**Total Year of Experience : 8.0 Year(s)**

### 1. Supervisor ( July 1, 2016 - Continuing)

#### Empowr.com

Company Location : 501 West Broadway suite a182, San Diego, CA 92101, USA

Department: Success Coach

#### Duties/Responsibilities:

â€¢Success Coach (As a supervisor in my team I have 9 Success Coach, my job is to direct them how they work, taking the report from them to teach them as well as a team leader of 9 Success Coach)

â€¢Moderation (Moderate all listing of my client also re-moderate my teamâ€™s moderated listing so that there is no insufficient product on the marketplace)

â€¢Auditor (Check all activity of my teamâ€™s Success Coach, moderate their response to the client, correct their mistake on that mail they reply, check their error and guide them to correct their answerâ€™s,)

### 2. Supervisor ( March 1, 2014 - March 1, 2017)

#### International Office Equipment (IOE)

Company Location : Uttara, Dhaka

Department: Data Management

#### Duties/Responsibilities:

As a supervisor, my job is to distribute the data to the computer operator, organize them, collect data from them, report daily and make salary sheet for them.

### 3. Data Entry Operator ( December 1, 2011 - February 28, 2014)

#### International Office Equipment (IOE)

Company Location : Uttara, Dhaka

Department: ATAZ Docunet

#### Duties/Responsibilities:

From the beginning of joining in IOE, As a data entry operator, my job was to submit customer data on the compnay software.

## Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of Business Administration (BBA)	Accounting	Kanchkura University College	Appeared	2021	4
HSC	Business Studies	Tongi Govt. College	CGPA:3.58 out of 5	2017	2
SSC	Business Studies	Mollartek Udayan School & College	CGPA:4.33 out of 5	2015	-

## Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Web Design	Web Develop & web Design	United Institute of Information Technology	Bangladesh	BNS Center, Uttara, Dhaka	2019	3 Month
Computer Basic Course	Microsoft Office & Computer Basic	MEDS	Bangladesh	Uttara, Dhaka	2012	6 Month

## Career and Application Information:

Looking For : Top Level Job  
 Available For : Full Time  
 Present Salary : Tk. 15000  
 Expected Salary : Tk. 20000  
 Preferred Job Category : Accounting/Finance, Education/Training, IT/Telecommunication, Data Entry/Computer Operator, Graphic Designer, Other Special Skilled Jobs  
 Preferred District : Dhaka, Gazipur, kishoreganj  
 Preferred Organization Types : Telecommunication, University, Training Institutes, Design/Printing/Publishing, Software Company, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, NGO, Market Research Firms, Online Newspaper/ News Portal, Web Media/Blog, E-commerce

#### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"> <li>• Adobe Photoshop</li> <li>• Adobe Illustrator</li> <li>• HTML5 &amp; CSS3</li> <li>• Bootstrap</li> <li>• Web Developer/ Web Designer</li> <li>• MICROSOFT OFFICE</li> <li>• Computer Technician</li> <li>• Graphic Designer</li> <li>• Online marketing</li> <li>• Administrative</li> </ul>	As a computer operator still I am working on my shop since Aprill 2016, As an operator I am doing all task related belongs to an operator, Graphics Design, Business Card Design, Banner Print, Online related all works , BIN registration, TIN registration, and other application, Bangla, English typing and all Administration task.

#### **Extra Curricular Activities:**

Beside this work, I am performing on online market place like youtube as a Youtuber, (<https://www.youtube.com/discoveryourmind>), have social media marketing experience, ads creating ads running.

#### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High
Hindi	Low	Low	Medium

#### **Personal Details :**

Father's Name : Hidul Islam  
 Mother's Name : Hanifa Begum  
 Date of Birth : September 11, 1996  
 Gender : Male  
 Marital Status : Married  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Vill: Botkila, P.S: Choddosoto, Kishoreganj Sadar, Kishoreganj Sadar, kishoreganj 2300  
 Current Location : Dhaka