**Md Mahfuz Miah** Narsingdi, Dhaka, Bangladesh  
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### **EXPERIENCE**

**University of Barishal, Barishal — Student Leader** *January 2024 - Present*

* Led and managed a student group, organized events, and communicated effectively with faculty and administration.
* Contributed to organizing seminars and activities for the department of Public Administration.
* Coordinated with peers and faculty to ensure smooth academic and extracurricular activities.

**Palash Thana Model High School, Narsingdi — Class Representative** *2017 - 2018*

* Represented the students in front of teachers and administration, facilitating communication between both parties.
* Played a key role in organizing school events and activities.

**Narsingdi Imperial College, Narsingdi — Student Volunteer** *2019 - 2020*

* Volunteered in college functions, helped with organizing seminars, and supported various academic and extracurricular initiatives.

### **EDUCATION**

**University of Barishal, Barishal — Bachelor of Social Science (BSS) in Public Administration (Honors)** *2021 - Present*

* Currently in the 3rd year of study.
* Engaged in extensive coursework covering public policies, governance, and administration.

**Narsingdi Imperial College, Narsingdi — Higher Secondary Certificate (HSC)** *2017 - 2019*

* **Result:** 3.92 (GPA)
* Studied social science subjects including economics, political science, and history.

**Palash Thana Model High School, Narsingdi — Secondary School Certificate (SSC)** *2015 - 2017*

* **Result:** 3.94 (GPA)
* Focused on science subjects, with an emphasis on mathematics and physics.

### **PROJECTS**

**Research Project — Public Administration Challenges in Bangladesh** *October 2024 - Present*

* Conducting a research project on the challenges faced by public administrators in Bangladesh.
* Collecting data through surveys and interviews with professionals in the field of public administration.

**Group Project — Governance Systems in South Asia** *April 2023 - June 2023*

* Collaborated with a team to analyze and compare governance systems in South Asian countries.
* Presented findings at a departmental seminar, with recommendations for improvement.

### **SKILLS**

* **Technical Skills:**
  + Advanced proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
  + Data analysis and report generation
  + Research and academic writing
* **Leadership Skills:**
  + Team management and event coordination
  + Organizing and leading student activities
  + Strong communication and interpersonal skills
* **Languages:**
  + **English** (Fluent)
  + **Bengali** (Native)

### **AWARDS**

* **Academic Excellence Award** *University of Barishal, 2024* Awarded for outstanding academic performance in the first two years of undergraduate studies.
* **Best Volunteer Award** *Narsingdi Imperial College, 2019* Recognized for exceptional contributions to college events and student activities.

### **LANGUAGES**

* **English** – Fluent, both written and spoken
* **Bengali** – Native, fluent in both written and spoken forms