

CURRICULAM VITAE

Md. Mizanur Rahman
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CARRIER OBJECTIVE

Dedicated and hardworking professional with exceptional team-leadership, knowledge and experience can be entirely utilized for the organization development. Currently I have been working with a renowned group of company since May 2024. The company is involved in Home and Kitchenware manufacturing Business.

Since May 2024 I am working on PrismERP software. From May 2024 to August 2025 I have successfully management two modules in PrismERP Software. One is "Sales & Distribution" and another is "HRMS".

Since July 2024 I am also working on "Oracle EBS software" implementation. Here I am working with OM, HRMS module.

EXPERIENCE

Kiam Metal Industries Limited (Sister's Concern of BRB Group)

Position : Junior Officer (IT)
Duration : May 2024 to Continuing

Key Responsibility in Oracle E-Business Suite:

Order Management (OM) Module

- Manage and configure the sales process including customer orders, pricing, shipping, and invoicing.
- Maintain customer master, item master, and pricing structures.
- Ensure smooth data flow between sales, inventory, and finance modules.
- Troubleshoot order processing and delivery related issues.

HRMS Module

- Maintain employee records, assignments, organizational hierarchy, and payroll structures.
- Process payroll cycles including salary calculation, tax deductions, and statutory compliance.
- Configure payroll elements, fast formulas, and absence leave setups.
- Automate HR and payroll operations through Oracle workflows and triggers.
- Troubleshoot employee creation, payroll element, and attendance related issues.

Attendance Face Device Integration

- Develop integration logic to sync attendance data with Oracle Database
- Ensure scheduled or Real-time data transfer from devices to the Oracle Database.

Oracle Reports Builder & BI Publisher

- Design and develop custom reports using Oracle Reports Builder RDF format.
- Convert RDF reports to XML Publisher for modern, flexible output formats PDF, Excel.
- Troubleshoot report generation, formatting, and performance issues.

SPECIAL QUALIFICATION

- Oracle SQL, PL/SQL
- Oracle Forms & Reports, Oracle Database 19c
- JavaScript, Tailwind, CSS3, HTML5, C Programming
- MS Excel, Word, Visio, PowerPoint, Google Sheet, Google Form

EDUCATIONAL QUALIFICATION

• MASTER OF ENGINEERING

University : Islamic University, Bangladesh
Major : Information & Communication Technology
Passing Year : 2021
Result : CGPA 3.03 Out of 4.00

- **BACHELOR OF SCIENCE**

University : Islamic University, Bangladesh
 Major : Information & Communication Technology
 Passing Year : 2020
 Result : CGPA 3.29 Out of 4.00
- **HIGHER SECONDARY SCHOOL CERTIFICATE**

Institute : Kushtia Islamia College, Kushtia
 Group : Science
 Board : Jashore
 Passing Year : 2015
 Result : GPA 4.17 Out of 5.00
- **SECONDARY SCHOOL CERTIFICATE**

Institute : Mashan Secondary School, Kushtia
 Group : Science
 Board : Jashore
 Passing Year : 2013
 Result : GPA 4.94 Out of 5.00

PERSONAL INFORMATION

Father's Name : Md. Golam Mostafa
 Mother's Name : Most. Mina Khatun
 Date of Birth : 15 Jun, 1995
 Nationality : Bangladesh
 Married Status : Married
 Religion : Islam
 Blood Group : O+
 Permanent Address : Gordoh, Baruipara-7030, Mirpur, Kushtia
 Current Address : Kushtia Sadar, Kushtia

REFERENCE

| <u>Academic</u> | <u>Processional</u> |
|-----------------------------|----------------------------------|
| Dr. Md. Shariful Islam | Abu Saeed |
| Professor | Assistant General Manager (IT) |
| Islamic University | Kiam Metal Industries Limited |
| Kushtia, Bangladesh | BSCIC Industrial Estate, Kushtia |
| Mobile: +880 1730-625647 | Mobile: +8801312-040416 |
| E-mail: afmsi1976@gmail.com | E-mail: saeed@kiammetal.net |

CONCLUSION

Based on the above information and work experience, I have the confidence to acclaim my candidature for the position you are looking for. I will be eagerly waiting for your response and looking forward to further elaborating my competencies and how that resonates with your needs in the interview.

Sincerely Yours,



Md. Mizanur Rahman