**RESUME**

**Of**

***Rupa Akter***

Mobile: +8801825247116

**Career Objective:**

To exchanging maximum value with reputed organization and to join in a dynamic working environment where enterprising spirit and effort is valued, individual and team performance is rewarded as well as to obtain a position where I can gain experience in a professional environment and acquire new skills that will guide me to my career objectives.

**Education Qualification:**

**BBA (Bachalor of Business Administration)**

Name of Institute : Lal matia Mohila College

Subject : Managment

Passing Year : 2nd Years Running

University : National University

**Name of Examination: Higher Secondary Certificate (H.S.C)**

Institute : Jahangir Nagar University School & College

Board : Dhaka

Group : Business Studies

GPA : 4.00 (out of 5.00)

Passing Year : 2018

**Name of Examination: Secondary School Certificate (S.S.C)**

Institute : Mohammad Ali Yakub Ali School & College.

Board : Dhaka

Group : Business Studies

GPA : 3.56 (out of 5.00)

Passing Year : 2016

**Language Proficiency:**

* Bangla (Mother Tongue).
* English (Good command in speaking, reading & writing).

**My Capabilities:**

* A good team working man
* Good interpersonal and communication skill
* Consisting and hard working

**Personal Profile:**

**Name : Rupa Akter**

Father’s Name : Md. Siddik

Mother’s name : Hasina Begum

Present Address **:** Vill: Joynabari P.O: Hemayetpur,

P.S: Savar, Dist: Dhaka.

Permanent Address **:** Vill: Joynabari P.O: Hemayetpur,

P.S: Savar, Dist: Dhaka.

Date of Birth : 02-05-2000

Height : 5 feet 0 Inch

Weight : 52 Kg.

Marital Status : Unmarried.

Sex : Female

Nationality : Bangladeshi

Religion : Islam

**Declaration:**

I confirm that to the 'best of my knowledge, the information given here is correct and complete.

Date : ........................ Signature