

ABDUR RAJAK LASKAR

S/O: Moinul Hoque Laskar

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Address: #365, Nitainagar Road Boalipar Bazar,

District: Hailakandi, Assam, PIN 788155

Career Objective:

To work in a growth oriented organization where I can use my competencies towards personal and professional growth.

Professional strengths:

- ❖ In-depth knowledge of Hospital & Health Management, Finance, Accounts & Marketing.
- ❖ High attention to detail.
- ❖ A strong, proactive client service focus and Quality Oriented.
- ❖ Ability to critically review and research complex issues to resolve them practically in deadline-oriented environment.
- ❖ Ability to rapidly learn and apply new methodologies, frameworks, and tools.
- ❖ Interpersonal skills with the ability to form good relations with people at all levels in the organization.
- ❖ Proficiency of M.S. Word, Excel, Power-Point, Outlook, Tally-9, QAD, SAP , Onbase, Citrix, Intuit & PRO System Fx Software & Internet Applications.

Educational Qualification:

Course Name	Stream	Board/University	Passing Year	%age	Division
M.B.A. (Regular)	Finance & Marketing	Maharshi Dayanand University ,Haryana	2013	65.50%	1 st
Post Graduate Diploma in Hospital & Health Management	Hospital & Health Management	Indira Gandhi National Open University (IGNOU)	2020	54.00%	2 nd
Post Graduate Diploma in Rural Dev.	Rural Development	Indira Gandhi National Open University (IGNOU)	2018	65.00%	1 st
M.Com	Commerce	Indira Gandhi National Open University (IGNOU)	2019	65.00%	1 st
B.Com (Regular)	Commerce	Assam University, Silchar	2011	55.50%	2 nd
H.S.S.L.C (10+2)	Commerce	AHSEC, Guwahati	2008	56.80%	2 nd
H.S.L.C (10)	-	SEBA, Guwahati	2006	52.33%	2 nd
Certificate in Computer Application	Computer Applications	State Institute of Rural Dev.(SIRD) Assam	2008	-	A-Grade

Work Experience:

Name of Position	Organization	From	To	Total Experience
Block Coordinator cum (i/c)Block Project Manager	Assam State Rural Livelihoods Mission, Deptt. Of Panchayat & Rural Development (Assam Govt.)	07/2018	Till Date	48 months
Finance & Accounts Specialist	Vaatsalya Healthcare Solution Private Limited (Vaatsalya Hospital)	07/2013	07/2018	60 months

Personal Profile:

- D.O.B :19th June-1989
- Marital Status: Unmarried.
- Languages Known: English, Hindi, Assamese & Bengali.
- Category: GENERAL
- Home Town: Hailakandi, Assam.

Declaration:

I hereby declare that the above furnished details are true and correct to the best of my knowledge and belief.

Place: Hailakandi

Date: 12th June 2022

(ABDUR RAJAK LASKAR)