

MD RANA MIA

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Kallyanpur, Mirpur Road, Dhaka-1207



CAREER OBJECTIVE

Willing to build up career in a challenging position and to prove myself as a quick learner & highly energetic person to face any Challenge in the information Web Design and Development sector where the contribution will be acknowledged. If would give an opportunity.

RESPONCIBILITY

- I can Bijoy-52 Bangla typing & English typing speed & accuracy fairly-well.
- My Best quality is that try to complete any task perfectly.
- I go through the plan step by step.
- I cannot tolerate any idleness by working.
- Data analysis, problem solving, team work and team management.

WORK EXPERIENCE

Industries Name: Abul Khair Ceramics Industries Limited

Section: Inspection, Spray & Robot

Location: Kaliganj Thana, Gazipur District

Junior Assistant: 01 Years (March 2020 - March 2021)

TECHNICAL SKILLS

Skills	: Html, CSS, PHP & WordPress.
Software	: Notepad++, Sublime Text & Visual St.
Operating System	: Windows-10,11
Microsoft Office	: MS Word, MS Excel, MS Power Point.
Graphics Design	: Adobe Photoshop, Adobe Illustrator (Logo Design, Social media Banner, Business Card Design & Canva Design).

TRAINING & DEVELOPMENT

Course Name	Institute	Duration
Professional Backoffice Service (PBS)	First in First Out Tech	47 Days
Verbal Communication Competency in English	WASDA, New Zealand	32 Hours
Web Design & Development	E-Learning & Earning Ltd.	03 Months

EDUCATIONAL QUALIFICATION

Exam Name	Subject	Institute Name	Passing Year	Result (GPA/CGPA)
SSC	Mechanical Technology	Nilphamari Technical School and Collage	2018	4.68 (Out of 5.00)
Diploma	CSE	Dinajpur Polytechnic Ins.	2022	3.69 (Out of 4.00)

PERSONAL DETAILS

Name : Md. Rana Mia
Father Name : Md. Rabiul Islam
Mother Name : Mst. Komla Begum
Date of Birth : 08 July 2002
Religion : Islam
Marital Status : Unmarried
Blood Group : O+(Positive)
Nationality : Bangladeshi
National ID : 9583153540
Present Address : Khaja IT Park, 7South Kallyanpur
Permanent Address : **Village:** Daundari Majhapara,
Post Office: Duhuli Shantinagor,
Thana: Nilphamari, **District:** Nilphamari.

LANGUAGE I have good command in both English & Bangla.

HOBBIES & INTEREST

Enthusiastic artist skilled in sketches, social media content creation, passionate about art and books exhibitions.

EXTRA CURRICULAR ACTIVITIES

In 2015, I received a certificate from Mr. Asaduzzaman Noor MP and Minister of Culture in the Vision-2021 Poetry and Rhyme Writing Competition and the book “Amar Desh Amar Mati” is a big assignment for me.

REFERENCE

Md. Hridoy Khan
Dipartment of Social Services
(Senior Officer) **Nilphamari**
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Md. Asikur Rahman
Chief Executive Officer.
E-Learning & Earning Ltd.
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DECLARATION I do hereby declare and certify that all the information stated above in the curriculum vitae in true and complete to the best of my knowledge and belief.


Signature

Date: