**RATUL BASAK**

**Graduate Student (B.Sc.)**

Begum Rokeya University, Rangpur, Park More,

Rangpur Sadar, Rangpur (5404)

Mobile: +8801571-353037

Email: [ratulbasak810@gmail.com](mailto:ratulbasak810@gmail.com)

LinkedIn: [www.linkedin.com/in/ratulb46](http://www.linkedin.com/in/ratulb46)

**Career Objective: :**

I aim to obtain a position at your institution, where I can utilize my academic background in Statistics, professional skills in communication, leadership, and public relations, and technical proficiency in tools such as IBM SPSS, R Studio, Python, Adobe Software and Microsoft Office. I aim to contribute to your institution's mission and vision of fostering markets and businesses.

**Experiences: :**

1. **Bangladesh Bureau of Statistics (Contractual)**

Job Name : Data Surveyor.

Expertise Area : Govt., Survey, Data Management, Public Relation.

Responsibilities : Survey on Constitutional Reform 2024.

Location : Divisional Statistics Office Rangpur.

Duration : 01 Apr 2023 to 31 Dec 2023

Supervisor : Rajib Ghosh (+880 1765 – 446738)

1. **ZOCO Convenience Store (Part–time)**

Job Name : Graphics Designer and Sponsor.

Expertise Area : FMCG, Graphics Design, Data Management.

Responsibilities : Design social media banners for the company and supervise those outlets.

Location : Dhap Jail Road, (Opposite to Bangladesh Bank) Rangpur, Bangladesh.

Duration : 01 Apr 2023 to 31 Dec 2023

Supervisor : Mohammad Hafeez (+880 1612 – 539922)

1. **Merch BD (Part–time)**

Job Name : Graphics Designer.

Expertise Area : Graphics Design, Time Management, Leadership.

Responsibilities : Design social media banners for the company.

Location : Work From Home.

Duration : 23 Dec 2023 to 30 Apr 2023

Supervisor : Sazzad Islam (+880 1893 – 846052)

**Computer Skills: :**

Microsoft Office (Word, PowerPoint, Excel), Google Software (Docs, Forms, Sheets, Gmail, Drive, Meet), Python (Basic), R Programming, C Programming, HTML, IBM SPSS, Adobe Illustrator, Adobe Photoshop, Camtasia, CyberLink Powerdirector.

**Educational Qualifications: :**

1. **Bachelor of Science (Hons.)** **– 2022**

University : Begum Rokeya University, Rangpur

Department : Statistics

Result : CGPA **–** 3.17 on scale 4.00

Course Duration: 04 Year

1. **Higher Secondary Certificate (H.S.C) – 2018**

Institute : Dinajpur Sangeet College, Dinajpur

Group : Science

Result : GPA **–** 4.00 on scale 5.00

Board : Dinajpur

1. **Secondary School Certificate (S.S.C) – 2016**

Institute : Dangar Hat High School, Dinajpur

Group : Science

Result : GPA **–** 4.83 on scale 5.00

Board : Dinajpur

**Training: :**

1. **Enhancing Digital Government & Economy (2025)**

Conducted By : Career hub powered by BRAC, Rangpur

Duration : 02 Months

Topic : Computer Fundamental & Office Application

1. **Certificate on Computer Courses** (**2024**)

Conducted By : Department of Statistics, Begum Rokeya University, Rangpur

Duration : 04 Years

Topic : Simulation, Computer Programming

1. **Amio Shunagorik Training of Trainers (2022)**

Conducted By : Department of Statistics

Duration : 03 Days

Topic : Global Citizenship & Civic Education

1. **Professional Online Video Editing (2021)**

Conducted By : Bangladesh Scouts & UY Lab

Duration : 02 Months

Topic : Learning about Video Editing Basics

1. **Graphics Design Internship (2021)**

Conducted By : Gaznobay Magazine

Duration : 04 Months

Topic : Graphics Designing

**Awards: :**

1. **National Service Award (2022)**

Bangladesh Scouts

**Other Skills: :**

Graphics Design, Photography, Videography, Communication, Leadership, Presentation Design, Public Speaking, Public Relations, Teamwork, Time Management, Debater.

**Other Information: :**

* English Language Proficiency:

Reading – Excellent, Writing – Excellent, Speaking – Excellent

* Bangla Language Proficiency:

Reading – Native, Writing – Native, Speaking – Native

**Personal Details: :**

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| --- | --- |
| Father's Name | : Rupesh Chandra Basak |
| Mother's Name | : Duli Basak |
| Date of Birth | : 15 April, 2001 |
| Gender | : Male |
| Marital Status | : Single |
| National ID | : 1508493432 |
| Nationality | : Bangladeshi |
| Religion | : Hinduism |
| Blood Group | : A (+ve) |
| Permanent Address | : Arazi Fazilpur, Raniganj, Dinajpur Sadar, Dinajpur (5200) |

**Reference: :**

|  |  |  |
| --- | --- | --- |
| Dr. Md. Siddikur Rahman |  | Kunja Basak |
| Associate Professor |  | Officer |
| Begum Rokeya University, Rangpur |  | Sonali Bank PLC, Millroad Setabganj Branch, Dinajpur |
| +8801711339573 |  | +8801752-013940 |
| siddikur@brur.ac.bd |  | [basakkunja@gmail.com](mailto:basakkunja@gmail.com) |
| Teacher |  | Elder Brother |

**Declaration: :**

I hereby declare that according to my knowledge and belief, the CV correctly describes me, and my qualifications and all the above information are accurate and authentic.

**Signature: :**

**Ratul Basak**

+880 1571 – 353037

[ratulbasak810@gmail.com](mailto:ratulbasak810@gmail.com)

Date: 12 April 2025