

**CONTACT**

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C:\Users\PC\AppData\Local\Microsoft\Windows\INetCache\IE\Y2ZFWM3G\480px-At_sign.svg[1].png[rezaishrat07@gmail.com](mailto:rezaishrat07@gmail.com)

GP-Cha 55/1, Mohakhali, Dhaka 1212

Description: C:\Users\PC\AppData\Local\Microsoft\Windows\INetCache\IE\SYAE4HK0\1024px-Linkedin.svg[1].png Ishrat Reza

# PERSONAL STATEMENT

I am a hardworking, self-motivated & punctual final year BBA student majoring in both Marketing & E-commerce. I prefer working in an organized manner & not leave anything to the last minute. Seeking for a role to build up my career growth, broaden up my knowledge & gain more experiences.

# IT SKILLS

1. Proficient in Microsoft Word, Excel, Access, Project and Power Point, Canva, UX designing, Online Marketing.
2. Internet: Social Networking, Browsing & E-mail literacy.

# LANGUAGE SKILLS

* **Bangla:** Native Speaker.
* **English:** Proficient.

# PERSONAL SKILLS

* Well Organized & Punctual.
* Good Communication skills & Presentation skills.
* Enthusiastic & Target Oriented.
* Self- motivated & Effective team player.

# ACTIVITIES

* **February 2007- February 2011:** Volunteer, Bangladesh Girl Guides Association.
* Participated in the 5th Local Guide Camp, 2007.
* **February 2013- July 2014:** Member, Khulna Photographic Society.
* BRAC University Drama & Theater Forum: Performer.

# ACHIEVEMENTS

* **14 February, 2013**: Special Award, PHOTOGRAPHY COMPETITION & EXHIBITION 2013, Khulna Photographic Society.

# ACADEMIC QUALIFICATION

**2014 – On going**: Bachelor of Business Administration

**Major Area**: Marketing, E-Business

**Institute:** BRAC University, Mohakhali, Dhaka

**CPGA:** 84 credits on going with CGPA 2.49

**2011 – 2012:** Higher Secondary Certificate Examination, 2013

**Institute:** Government Girls’ College, Khulna.

**Result:** G.P.A. 4.50 (Business Studies)

**2009- 2010:** Secondary School Certificate Examination, 2011 **Institute:** Govt. Coronation Secondary Girls’ School, Khulna. **Result:** G.P.A. 5.00 (Business Studies)

# REFERENCE

**MS. MAHREEN MAMOON**

**Assistant Professor**

BRAC Business School, 66, Mohakhali, Dhaka 1212

Email: [mahreen.m@bracu.ac.bd](mailto:mahreen.m@bracu.ac.bd)