

RIFAT SHIKDER

Muslimnagar,
Thakurgaon - 5100
+88 01784-254902
rifatptk@gmail.com

EXPERIENCE

Akota Agro, Dhaka— Accountant

MARCH 2015 - JULY 2018

Manage all the account systems.

Manage employees and projects.

On site analysis & surveys.

Mati International, Dhaka— HRM

JULY 2018 - FEBRUARY 2022

All kinds of manpower management.

Develop project concepts and maintain optimal workflow.

Make corporate deals.

Auditing project sites.

Carry out quality assurance tests to discover errors and optimize usability.

SKILLS

Project management

Strong decision maker

Complex problem solver

Creative & Innovative

Service-focused

LANGUAGES

Bangla

English

Hindi

EDUCATION

Patuakhali Govt. Jubilee High School, Patuakhali— SSC

2013

Graduated with a 4.88 GPA

Ishaq Model College, Patuakhali— HSC

2015

Graduated with a 4.76 GPA

Motherland & Polytechnic Institute, Thakurgaon— Diploma

2017 - present