

Resume

Village: Adarsa Para, Post: Alam Nagar
Thana: Rangpur Sadar.
District: Rangpur
Mobile No: 01719258592
Email: Roknul12@gmail.com



MD. ROKNUL ISLAM

OBJECTIVE To remain embarked on the challenging career path of business administration in environments where experience can be leveraged, used and enhanced to increment knowledge, and complement the analytical and implementation skills in organizations focused on adding value to the business.

SKILLS & ABILITIES Confident and being positive.
Ability to manage time and being flexible.
Committed to do every responsibility accordingly.
Quick learning capacity and quick decision making.
Able to forecast effectively.
Have the ability to communicate with people.
Ability to organize or reorganize any event.
Willing to accept responsibility and perform accordingly.

PROJECT SWOT Analysis (A case study on Square Pharma)
Employee Satisfaction Analysis
Job Analysis

EDUCATION

Name of the Degree	Name of the Institution	GPA/CGPA	Passing Year
MBA (Major in Human Resource Management)	Pabna University of Science And Technology (PUST)	3.07 in scale of 4.	2015
BBA (major in Human Resource Management)	Pabna University of Science And Technology (PUST)	2.92 in scale of 4.	2014
HSC	BIAM Model School and College, Rangpur.	4.00 in scale of 5.	2008
SSC	Adarsha High School, Rangpur.	4.13 in scale of 5.	2006

INTERNSHIP As a part of my educational program I am doing my internship in newly established bank “Union Bank limited”, in Pabna branch for gaining practical knowledge. Duration of my internship program starts from December 22, 2015 to till February 07, 2016. Now I am learning here how to do general banking, clearing cheque and other banking activities. Finally I am assigned to submit report on General banking and HR activities of Union bank (Pabna branch).

PERSONAL SNIPPETS	Fathers Name	: Md. Mafidul Islam
	Mothers Name	: Alia Begum
	Date of Birth	: 09/01/1992
	Marital Status	: Single
	Height	: 5.6”
	Gender	: Male
	Religion	: Islam
	Nationality	: Bangladeshi
National ID No	: 19928524906000139	

LANGUAGE LITERACY	Bengali (Mother Tongue)
	English (Excellent in both speaking and writing)
	Hindi (Expert in listening only)

COMPUTER LITERACY	Windows XP, Windows 7,8 ,10
	Microsoft Office (Good Typing Speed)
	Internet Operations, Photoshop, Social Networking

INTEREST	Traveling, Photography, Sports, Creative Work, Debate, Event management.
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REFERENCES	1. MST. ARZINA PARVIN Deputy Director Bangladesh Bank Head office, Motijheel C/A Dhaka-1000, Bangladesh Cell No: 01735189727	2. DR. MD. RAKIBUR RAHMAN (RAKIB) Chief Dairy extration Pran Dairy Limited Pran RFL Group Cell No: 01912257560
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I understand that if any information given above is found incorrect, my candidature is liable to be rejected.

Date:

Md. Roknul Islam