**MAHIDUR RAHMAN KHAN**

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**OBJECTIVE**

Extremely passionate to work in a fast paced, highly motivating position where I can assist others involve myself in challenging business analyst roles and expand my skills & knowledge. As I have a 5 years of experiences of business analyst in the top organization so it will be helpful for me to work responsibly and help my organization in its mission and goal achievement process.

**PROFESSIONAL ACCOMPLISHMENT**

**Company: Global Technologies**

**Position:** Business Analyst (August 2016 to present)

**Department:** Information Technology

**Job Responsibilities:**

* Defining, Prioritizing, communicating and fostering shared understanding of project objectives and scope.
* Working as a liaison among stakeholders to elicit, analyze, communicate, validate and document requirements for changes to business processes, policies and information systems.
* Collaborating with stakeholders to elicit, prioritize, validate, and document testable, developer-ready business requirements
* Creating both low fidelity and professional quality project artifacts such as requirement plans, business requirement documents, visual models (e.g., context diagrams, process maps, use cases, mind maps), traceability matrices, and others as appropriate
* Serving as a critical resource and liaison between subject matter experts and technologists throughout the project lifecycle.
* Identifying and communicating risks and issues as well as solutions.

**Company: MGH GROUP**

**Position:** Trainee Executive (December 2014 to August 2015)

**Department:** Marketing (Yang Ming Shipping Line)

**Job Responsibilities:**

* Worked as a Customer Relationship Manager which involves liaising directly with clients as well as suppliers.
* Worked within Shipping and Logistics and ensuring each shipment generates the maximum contribution to the company by keeping constant focus on meeting the required service level at the lowest possible cost.
* Communicated with customers by telephone or in person in order to provide information about products and services, to take orders or cancel accounts, or to obtain details of complaints.

**Company: Banglalink Digital Communications Limited**

**Position:** Intern (May 2014 to August 2014)

**Department:** Marketing (International Roaming Unit)

**Job Responsibilites:**

* Involved in developing the strategy, roadmap and conducting regular market research to maintain high technological and market value level in comparison to world leading International & Roaming Services offerings.
* Working withvarious departments and Communicate with potential vendors, technology providers and partners to establish strong and reliable roaming services.

**TECHNICAL SKILL**

* **Pragramming Languages:** C, C++, HTML, R, PYTHON, JAVA, CSS
* **Operating Systems:** Windows (98, 2000, XP, 8, 10)
* **Packages:** Proficient in MS-Office (2010, 2013,2016), SPSS, Adobe Photoshop, etc.

**MAJOR ACADEMIC WORKS**

* Developed a **website** under final project in Internet & Web Technologies in January-2016.
* Edited many **web pages** in Internet & Web Technologies Assignments.
* Worked on projects Density based traffic control system and RF based spy robot.

**EXPERIENCES AND EXTRA CURRICULAR ACTIVITIES**

* **Campus Ambassador [January 2014 – April 2014]**

***Teach for Bangladesh***

(Responsible for recruiting brilliant and talented fellows from North South University who will be teaching the underprivileged children, thus ensuring proper and excellent  
education for all children)

* **Senior Team Member [March 2011 – July 2012]**

***Young Entrepreneurs Society (NSU YES)***

(Responsible for organizing different competitions and events like AD-Maker BD, ITBPC, NMCI, Annual Club Carnival and bringing corporate sponsorship by convincing them for various programs in North South University)

* Represented North South University at South Asian Youth Convention (SAYC) 2012 organized by FBCCI and SAARC CCI.
* Attended Social Business Forum 2012 at North South University organized by Yunus Centre.
* Volunteered in National Career Fair, Admission Test organized by North South University.

**EDUCATIONAL QUALIFICATIONS**

**Masters in Information Technology 2016**

**Valparaiso University**, Indiana, USA

**CGPA :3.85** on a scale of **4.00**

**Bachelors of Business Administration (BBA) 2014**

**North South University**, Dhaka, Bangladesh

**Major 1 : Marketing**

**Major 2 : Finance &Accounting**

**CGPA : 3.23** on a scale of **4.00**