CURRICULUM VITAE

**OF**

**MD SOZIB MIA**

**Mailing Address:**

**MD SOZIB MIA**

C/O- Md. Dudu Mia

Vill: Kewa Pashchim Khanda, Post Office: Mawna-1740

Upazila: Sreepur, District: Gazipur.

Mobile: +8801790-656646

Email: [md.miasozib@gmail.com](mailto:md.miasozib@gmail.com)

**Career Objective:**

To join an interactive organization that offers me a constructive workplace where I can grow in terms of knowledge, skills and put to an effective use my analytical abilities and professional competence in the areas of accounting.

**Self-Assessment**

* Sincere, Punctual and dutiful to work.
* Ability to interact effectively with people at all levels with patience, tact and diplomacy.
* Ability to learn fast and adapt well to new situations and opportunities.
* Perform proactively with friendly and supportive attitude.
* Highly organized and methodical with excellent time management and prioritization.

**Educational Background:**

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## Bachelor of Business Administration (BBA)

University : Sreepur Muktijoddha Raahmot Ali Govt. College

Department : Accounting

Passing Year : 2018

## Result : 2.84 out of 4.00

Duration : 4 Years

**Higher Secondary Certificate (H.S.C)**

Institute : Pear Ali University and College

Group : Business Studies

Passing Year : 2014

Result : 4.10 out of 5.00

Duration : 2 Years

**Secondary School Certificate (S.S.C)**

Institute : Mawna M.L. High School

Group : Business Studies

Passing Year : 2012

Result : 4.13 out of 5.00

Duration : 2 Years

**Working Experience**

**1. Name of Institution :** S M Care High School

**Duration :** 3 Years

**Position :** Junior Tutor

**Department :** Math and Accounting

**2. Company Name :** Bangladesh Bureau of Statistics

**Duration :** 20 Days

**Position :** Team In-charge

**Department :** National Household Database

**Language Proficiency:**

Fluent “Communication Skill” on Speaking and writing well in Bengali & English.

**Computer Literacy:**

Skill in Computer Package Software’s

(MS-Word, MS-Excel, MS-Power Point & Internet Browsing).

**Personal Information:**

Father’s Name : Md. Dudu Mia

Mother’s Name : Sahina Begum

Permanent Address : Village: Kewa Pashchim Khanda; Post: Mowna;

Post Code: 1740, Upazilla: Sreepur; District: Gazipur.

Date of Birth : 27 December 1995

Religion : Islam

Marital Status : Single

Blood Group : B (+ve)

National ID No. : 8259606443

**Reference:**

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| **Rokeya Akter Sheela**  Lecturer  Department of Accounting  Sreepur Muktijoddha Raahmot Ali Govt. College  Mobile: +8801970-175008 | **Polash Saha**  Lecturer  Department of Accounting  Sreepur Muktijoddha Raahmot Ali Govt. College  Mobile: +8801613-508850 |

I, the undersigned, declare that the information provided in this resume is true to the best of my belief and knowledge and correctly describes myself.

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Text

Description automatically generatedSignature

**(MD SOZIB MIA)**