

TASNIM IBNE JAMAN

📍 Sardar Para , Modern More, Rangpur Cadet College, Rangpur 5404

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Career Objective:

I am a highly motivated English Literature graduate from Begum Rokeya University, Rangpur, seeking a challenging position that will leverage my academic record and volunteer experience.

Career Summary:

An enthusiastic and results-oriented English graduate student with a passion for communication and a proven track record of success in volunteer leadership and marketing initiatives. Skilled in written and verbal communication, project management, and event coordination. Adept at utilizing digital tools for content creation (writing, photography, videography) and editing (photos, videos) to engage audiences.

Special Qualification:

Language: Bangla (Native), English, Hindi (Intermediate)

Microsoft Office: Skilled in Word, PowerPoint, and Excel.

Skills: Photography, Photo Editing, Videography, Video Editing.

Employment History:

Total Year of Experience: 0.5 yr

❖ **Freelance Marketer (0.5 yr)**

(1 Dec 2020 - 1 May 2021)

Signature Mind Institute | Dhaka, Bangladesh

Area of Expertise:

Affiliate Marketing (0.4 yr)

Duties/Responsibilities:

Provide genuine information, motivate people, and arrange seminars to join the Freelancing online courses and with the company.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result (CGPA)	Passing Year	Duration
Bachelor of Arts (BA)	English	Begum Rokeya University, Rangpur	3.17 out of 4	2022	4
HSC	Science	Barthi Degree College	3.75 out of 5	2017	2
SSC	Science	Gournadi Govt. Pilot High School	4.94 out of 5	2015	1

Career and Application Information:

Looking For : Entry Level Job
Available For : Full Time
NGO/Development, HR/Org. Development, Showroom
Preferred Job Category : Assistant/Salesman, Company Secretary/Regulatory Affairs, Data Entry/Computer Operator
Preferred District : Barishal, Dhaka, Rangpur

Skills:

Fields of Skill	Description
<ul style="list-style-type: none">MS Word/ Excel/ PowerPoint/ OneNoteVolunteer	I can easily work in any sector where MS Office is mandatory. I can also volunteer at events and arrange programs with the team.

Extra Curricular Activities:

1. Volunteering “International Conference of Postcolonial History, Language and Literature – 2023”
2. Arranged Stage Drama Occasion of English Department.
3. Arranged Annual picnics. Cultural programs, Sports programs, etc, as a member of the managing committee.
4. Worked as a Freelance Marketer (FM) at 'Signature Mind Institute, Dhaka' for 5 months.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium
Hindi	Medium	Medium	High

Personal Details :

Father's Name : A.K.M Nuruzzaman
Mother's Name : Nurunnahar
Date of Birth : 26 Oct 1999
Gender : Male
Height (Meter) : 1.86
Weight (Kg) : 85
Passport No : A13805733
Passport Issue Date : 1/25/2024
Marital Status : Unmarried
Nationality : Bangladeshi
Religion : Islam
Permanent Address : Village: Shaora, House Holding No: 4846, Gouranadi, Barishal 8230
Current Location : Rangpur
Blood Group : A+

Reference(s):

Reference 01:

Name : MD. Masudul Islam Khan
Organization : The Ibn Sina Pharmaceutical Limited
Designation : Zonal Manager
Address : Patuakhali, Barishal.
Contact No : 01755547285, 01716042425
Email : masudulislamkhan@gmail.com

Reference 02:

Name : Fatema Nur Tahmina
Organization : Gournadi Model Govt. Primary School
Designation : Assistant Teacher
Address : Gournadi, Barishal.
Contact No : 01773342675
Email : fatematahmina100@gmail.com