

Resume

of

Most. Sabina Akter



Mailing Address:

House-1216, Ave: 11,
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Career Objective:

To serve in a responsible position at a well-structured organization successfully apply analytical ability and interpersonal skills to enhance organizational efficiencies.

Education Qualification:

MSS

Institute : Tongi Govt. College
Subject : Economics
Board : National University
Result : 2.52
Passing Year : 2017

BSS (Hon's)

Institute : Tejgaon College
Subject : Economics
Board : National University
Result : 2.97
Passing Year : 2016

Higher Secondary School Certificate (H.S.C)

Institute : Panchagarh Govt. Mohila College
Group : Humanities
Board : Dinajpur
Result : 4.70
Passing Year : 2012

Secondary School Certificate (S.S.C)

Group : Humanities
Board : Dinajpur
Result : 3.88
Passing Year : 2010

Computer Proficiency:

- Application Software : MS-Word, MS-Excel, MS-Power Point etc.
- Internet Explorer : E-mail operations, internet Browsing etc.

Interest:

- Traveling, sports, gardening, listening music and reading magazine.

Language:

- Bangla & English Reading and writing both good.

Skill & Competencies:

- Self motivated and positive mentality to own the organization and have the ability to work alone and with other people under pressure.
- Ability to assess and make informed decision quickly.
- Demonstrated planning and organizing skills.

Personal information:

- Full Name : Most. Sabina Akter
- Father's Name : Md. Abu Sayed
- Mother's Name : Most. Layli Begum
- Date of birth : 17th June, 1994
- Nationality : Bangladeshi (By Birth)
- Religion : Islam
- Sex : Female
- Height : 5 Ft 2 Inc.
- Blood Group : O+
- Marital status : Married
- Permanent address : Vill.- Biddavita, P.O.- Vitorgor
P. S.- Panchagarh Sadar, Dist.- Panchagarh

Declaration:

I do hereby declare that the above written particulars are true to the best of my knowledge and belief.

(Most. Sabina Akter)

Date: