

Resume

Of

OMIT HASAN ARIF

MAILING ADDRESS:

1851, Sritidhara R/A, Road- 05, Dania,

Kadomtali, Dhaka- 1236.

Phone: 01911-538037

E-mail: besthasan50@gmail.com



CAREER OBJECTIVES

I am looking for a challenging job where I can able to contribute my capabilities, skills and knowledge as an employee to accomplish the goal for the organization as well as creating a strong position for myself within the company.

ACADEMIC BACKGROUND

Masters of Business Studies (MBS)

Subject : Management
Institute : Kabi Nazrul Govt. College, Dhaka
Result : 2nd Class
Passing Year : 2012
Board : Dhaka

Bachelor of Business Studies (BBS)

Subject : Management
Institute : Tejgaon College, Dhaka
Result : 2nd Class
Session : 2007-2008
Board : Dhaka

Higher Secondary Certificate (HSC)

Group : Business Studies
Institute : Dania College, Dhaka
Result : GPA 4.20 (Out of 5.00)
Passing Year : 2007
Board : Dhaka

Secondary School Certificate (SSC)

Group : Business Studies
Institute : Barnomala High School, Dhaka
Result : GPA 3.81 (Out of 5.00)
Passing Year : 2005
Board : Dhaka

JOB RELATED SKILL

- Self-motivated
- Time management
- Quick learner and hard worker
- Good Leadership and conceptual
- Ability to take responsibility and solving problems

LANGUAGE SKILL

- **Bangla-** Reading, Writing, Listening and Speaking
- **English-** Reading, Writing, Listening and Speaking

PERSONAL INFORMATION

Name : Omit Hasan Arif
Father's Name : Late Md. Azim Uddin
Mother's Name : Nasima Begum
Permanent Address : 1851, Sritidhara R/A, Road- 05, Dania, Kadomtali, Dhaka- 1236.
Gender : Male
Date of Birth : 31/12/1989
Blood Group : O- (Negative)
Height : 5'-7"
Religion : Islam
Nationality : Bangladeshi (By Birth)
Marital Status : Married

EXPERIENCE

Company Name	Designation	Duration
Civic Apparels Ltd.	HR Officer	01 June 2017 to 31 December 2019
Biovaas Tech Aid	Senior Officer & Branch Manager	01 April 2021 to 30 October 2024

REFERENCE

Md. Habibur Rahman

Officer (MS Chemistry, DU)
Credit Division, Head Office
Pubali Bank Limited PLC
26, Dilkusha, C/A, Dhaka-1000
Mobile: 01711-269377

DECLARATION

I certify that, to the best of my knowledge, the information provided in my resume is accurate and complete.

Date: / /

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Signature