

RESUME OF Anup Kumar Acharjo

**Mailing Address:**

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Mohammadpur, Dhaka-1207

CAREER OBJECTIVES

To achieve high degree of professional excellence by putting continuous efforts and exerting knowledge and skills which will ultimately contribute to the achievement of personal and organizational goals.

EDUCATIONAL QUALIFICATION

Degree

- ▶ Institution : Birsrestha Abdur Rouf College, Faridpu
- ▶ Group : Accounting
- ▶ Year of Passing : 2018
- ▶ Result : 2.42(out of 4)
- ▶ University : National University

Higher Secondary Certificate (HSC)

- ▶ Institution : Bir Srestha Abdur Rouf College, Kamarkhali
- ▶ Group : Business Studies
- ▶ Year of Passing : 2014
- ▶ Result : 3.50 (out of 5)
- ▶ Board : Dhaka

Secondary School Certificate (SSC)

- ▶ Institution : Ghopghat High School
- ▶ Group : Business Studies
- ▶ Year of Passing : 2012
- ▶ Result : 3.31 (out of 5)
- ▶ Board : Dhaka

Computer Skills

MS word, MS Excel, PowerPoint, Internet Browsing etc.

STRENGTH

1. Communicative, friendly, positive thanking attitude & willing to serve dedicatedly
2. Readiness to work with a stress worthy environment.
3. Handle high pressure situation and deadlines.
4. Sharp sense of social responsibility.
5. Dynamic, extrovert, and resourceful.

LANGUAGE AND COMMUNICATION EFFICIENCY

Good command over reading, writing, listening and speaking in both English & Bengali.

PERSONAL DETAILS

Name	:	Anup Kumar Acharjo
Father's Name	:	Asim Kumar Acharjo
Mother's Name	:	Shuili Rani Acharjo
Permanent Address	:	Vill- Ghopghat, Post- Bagat, P.S- Modhukhali, Dist- Faridpur.
Date of Birth	:	21/05/1995
Marital Status	:	Single
Sex	:	Male
Religion	:	Hindu
Nationality	:	Bangladeshi (by birth)
National ID No	:	2847834054

Declaration of Authenticity

I declare hereby that all information I have presented so far are true to my knowledge. If required and where applicable, this document can be supported by authentic certificates\papers.

Signature:.....

Date.....