

# CURRICULUM VITAE OF

## AKLIMA AKTER

Mobile: 01323-001641

Vill: West Khabaspur, PO: Faridpur-7800

PS: Faridpur Sadar, Dist: Faridpur



### OBJECTIVE

To share knowledge and experience through work with a dynamic organization where experience will be proven ability to solve complex problems and sense of responsibility will be assets.

### ACADEMIC QUALIFICATION

#### Bachelor of Business Administration: (B.B.A)

|                    |   |                                  |
|--------------------|---|----------------------------------|
| Name of University | : | National University              |
| Institute Name     | : | Govt. Rajendra College, Faridpur |
| Subject            | : | Finance & Banking                |
| Year of Passing    | : | 2023                             |
| Result             | : | CGPA- 3.15 (out of 4.00)         |

#### Higher Secondary Certificate: (H.S.C)

|                   |   |                                              |
|-------------------|---|----------------------------------------------|
| Name of the Board | : | Dhaka                                        |
| Institute Name    | : | Govt. Sarda Sundari Mohila College, Faridpur |
| Group             | : | Business Studies                             |
| Year of Passing   | : | 2018                                         |
| Result            | : | GPA- 3.33 (out of 5.00)                      |

#### Secondary School Certificate: (S.S.C)

|                   |   |                                     |
|-------------------|---|-------------------------------------|
| Name of the Board | : | Dhaka                               |
| Institute Name    | : | Baitul Mokaddem Institute, Faridpur |
| Group             | : | Business Studies                    |
| Year of Passing   | : | 2016                                |
| Result            | : | GPA- 4.17 (out of 5.00)             |

### LANGUAGE PROFICIENCY

| Language | Writing   | Reading   | Speaking  |
|----------|-----------|-----------|-----------|
| Bengali  | Excellent | Excellent | Excellent |
| English  | Excellent | Excellent | Good      |

## KEY QUALITIES

Management, Critical Thinking, Decision-making, Problem-solving skills.  
Creative, insightful & innovative, Emotional intelligence.  
Honest, Sincere and punctual in work.

## PERSONAL INFORMATION

|                       |   |                                                                               |
|-----------------------|---|-------------------------------------------------------------------------------|
| 01. Name              | : | Aklima Akter                                                                  |
| 02. Father's Name     | : | Noor Mahammad                                                                 |
| 03. Mother's Name     | : | Rahima Begum                                                                  |
| 04. Date of Birth     | : | 09 <sup>th</sup> May 1999                                                     |
| 05. Sex               | : | Female                                                                        |
| 06. Marital Status    | : | Married                                                                       |
| 07. Nationality       | : | Bangladeshi (By Birth)                                                        |
| 08. Height            | : | 5 Feet 2 Inch                                                                 |
| 09. Weight            | : | 48 KG                                                                         |
| 10. Blood Group       | : | A (+ve)                                                                       |
| 11. BRC No            | : | 19992926003270365                                                             |
| 12. Religion          | : | Islam                                                                         |
| 13. Permanent Address | : | Vill: West Khabaspur, PO: Faridpur-7800<br>PS: Faridpur Sadar, Dist: Faridpur |

## COMPUTER SKILLS

MS Word, MS Excel, E-mail, Internet etc.

## HOBBY/INTEREST

Enjoy Reading Books, Traveling & Watching TV.

## DECLARATION

I, hereby declare in myself that all the statement this C.V. are authentic complete and correct of the best my knowledge and belief.

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(Aklima Akter)