

Naimul Huda Rashed

🏠 Chanderghona, Eidgaon, Cox's Bazar- 4702
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🎯 Career Objective

Graduated in Economics from the National University of Gazipur. Previously, I worked with BRAC HCMP-CP, gaining 2.02 years of hands-on experience as a "Field Assistant." In this position, I have knowledge in Child Protection in Emergencies in humanitarian setting, Child safeguarding policy, Core Humanitarian Standard and BRAC culture and values, Reporting and Planning and Work plan and implementation procedures. While working with child protection, I have acquired the skills of problem solving, creative way and decision making, communication networking and reporting. Additionally, I have completed several skill development courses from BRAC IED, which have equipped me with the necessary expertise and practical knowledge to excel in my field.

🔧 Previous Work Experiences

Field Research Assistant (FRA)

BRAC-HCMP-CP.

- Reviewed reports based on 1,250 children provided by 125 volunteers daily and excluded the incorrect report.
- Facilitated 7,500 children and their guardians to benefit from the program.
- Resolved any issues faced by the volunteers in reporting or the reporting process.
- Served as a Training Observer.
- Assisted the research team with data analysis.
- Duration : Jan, 2022 to Sep, 2022

Field Assistant

BRAC- HCMP-CP.

- played a significant role in providing psychosocial support to 1,800 children and their guardians.
- trained 15 volunteers every week.
- create and submit daily reports through the Taro work app.
- prepare and submit weekly and monthly reports to the above officer.
- smartly solved all the issues that occurred.
- Duration : Sep, 2020 to Dec, 2021
- Recently, I have worked at Evaluative Research on BRAC programs as an Enumerators in the Rohingya Camps & Host Community of Cox's Bazar.
- Worked on National Household Database (NHD), Affiliated project of Bangladesh Bureau of Statistics (BBS) in 2017.

🎓 Education

Bachelor of Social Science (BSS)

Economics
National University Gazipur
CGPA: 2.58 Out of 4.00
Session: 2018-2019

Secondary School Certificate (SSC)

Business Studies
Eidgah Model High School- Cox's Bazar
GPA: 4.00 Out of 5.00
Passing Year: 2016

Higher Secondary School Certificate (HSC)

Business Studies
Cox's Bazar City College - Cox's Bazar
GPA: 2.75 Out of 5.00
Passing Year: 2018

Core Qualifications

Soft Skills

- Team Management and Team Work.
- Time Management
- Interpersonal and Communication Skills
- Analytical Ability & Problem-solving
- Critical Thinking Ability
- Oral and written communication skills
- Organizational & Collaboration skills
- Presentation skills
- Active listening & Leadership

Technical Skills

- Advanced **Microsoft Word, PowerPoint**
- Fluent in **Microsoft Excel**
- **Content Creation** for Facebook and YouTube

Personal Information

Father's Name : Nurul Amin
Mother's Name : Rehana Akter
Date of birth : May 04, 1998
Nationality : Bangladeshi
National ID No. : 7808383835

Extracurricular Activity

- Presidium member of CG Cooperative student society.
- President of Chanderghona Islami Jubhokollan Parishad.
- Member of Eidgaon blood Donor society.

Training Summary

- Completed a course on Front Desk management (FDM) Level – 2, From AIT, (3 Month).
- Received "Work Capacity development training " From BRAC IED.(7 day's).
- Completed a Four-day job readiness training form Career Hub. Powered By: BRAC.
- Completed "BRAC Basic training" (05 Day's).
- “Completed JobReady – Employability Skills (Basic Level) training from Wadhwani Foundation in collaboration with UNDP (79 hours).”
- Completed "Basic Computer Course" AIT.
- I have completed search engine optimization course (SEO) Level 4.
- I have completed Digital marketing course Level 3.

Languages

Bengali: Native & Fluent

English: Intermediate

Reference

Md.Raihanur Rahman
Designation : Programme Organizer,
BRAC,HCMP-CP
E-mail- raihanurrahman24@gmail.com
Cell:01306298808
Relation :Professional

Saiful Islam
Organization : BRAC
Designation : Monitoring Officer
E-mail-saifulislamchhs@gmail.com
Address : Chakoria, Dulhazra,Malumghat,
Phone (Off.)Mobile : 01839001971
Relation :Professional

The Information stated above is true

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