

Resume of

MD.MUHAIMENUL ISLAM

Holding No:0180-11,Mohila College Para,Jhenaidah Sadar, Jhenaidah

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OBJECTIVE

A highly organized and hard-working individual looking for a responsible position to gain practical experience.

PROFESSIONAL EXPERIENCE

Junior Executive – Sales & Marketing

Nasir Group (Deer Chair) — Dhaka, Bangladesh

Comilla | September 2024 – Present

- Met and exceeded sales targets across showroom, dealer, and distributor channels.
- Conducted regular market analysis and reported findings to senior management.
- Monitored daily/weekly/monthly sales metrics and generated performance reports.
- Strengthened client relationships and identified new business opportunities.
- Worked under pressure to meet strict deadlines in a competitive environment.

Distribution Support Officer

Shop Up (Authorized by Robi) — Dhaka, Bangladesh

Mongla, Bagerhat | April 2023 – July 2024

- Managed end-to-end operations of the distribution house.
- Ensured accurate and timely order processing and stock invoicing.
- Oversaw depot accounts: receivables, payables, and reconciliation.
- Produced detailed reports on sales performance, inventory, and market feedback.
- Planned and optimized distribution for increased product reach and market share.

EDUCATIONAL QUALIFICATION

Master of Social Science

University : Islamic University, Kushtia
Department : Folklore Studies
Result : CGPA 3.25 (out of 4.00)
Passing Year : 2023

Bachelor of Social Science

Institute : Islamic University, Kushtia
Department : Folklore Studies
Result : CGPA 3.22 (out of 4)
Passing Year : 2022

Higher Secondary School Certificate(H.S.C)

Institute : Shishu kunja school and college
Passing Year : 2016
Result : GPA 3.75 (out of 5)
Board : Jashore Board

Secondary School Certificate(S.S.C)

Institute : Kanchan nagar model school and college
Passing Year : 2014
Result : GPA 4.44 (out of 5)
Board : Jashore Board

COMPUTER SKILL

Application : Advance skill in MSOffice(**Word, Excel, Power Point**,Access and Outlook).

LANGUAGE PROFICIENCY

Bengali : Reading, writing and Speaking-High.
English : PTE Overall: 62
Reading:66 Writing:55 Speaking:63 Listening:53

HOBBIES & INTERESTS

Gatherings different new area's Knowledge. Reading books and newspapers. Play many kinds of outdoor games. Playing cricket, Internet browsing and Travel New Places including museums, historical places.

PERSONAL DETAILS

Full Name: Md. Muhaimenul Islam

Date of Birth: 03 January 1998

Father's Name: Md. Humayun Kabir

Mother's Name: Nazmun Nahar

Marital Status: Married

Nationality: Bangladeshi

Gender: Male

Religion: Islam

Permanent Address: Holding No: 0180-11, Mohila College Para, Jhenaidah Sadar, Jhenaidah

REFERENCE

Dr. Abu Shibli Md. Fatah Ali Chowdhury
Chairman Dept. of Folklore Studies
Islamic University, Kushtia
Mobile: +8801712718918

DECLARATION

I, the undersigned, certify that all information stated in this Resume is true and complete to the best of my knowledge. I understand that any willful misstatement described herein may lead to my disqualification.

Signature

Date: