

**Resume
Of
Md. Firoz Kabir**



Mailing Address:

C/o: Md. Rais Uddin

Vill: Khukshia, Post: Rather Bazar-5740

P.S: Gobindoganj, Dist: Gaibandha.

Cell: 01764-839417

E-mail: firozbithe475@gmail.com

CAREER OBJECTIVE :

Looking for hard and challenging job where I will have the scope to utilize my potentially, creativity, adaptability and skill to do something innovative and from where I will able to enhance my knowledge.

EDUCATIONAL QUALIFICATION :

□ **Masters of Business Administration (MBA)**

Institute : Govt. Azizul Haque College, Bogura.
Department : Management
Result : GPA- 2.81 (Out Of 4.00)
Passing Year : 2018
Board : National University

□ **Bachelor of Business Administration (B.B.A Hons)**

Institute : Kahalu Degree College, Bogura.
Department : Management
Result : 2.85 (Out Of 4.00)
Passing Year : 2016
Board : National University

□ **Higher Secondary Certificate (H.S.C)**

Institute : Basudebpur Chandra Kishore High School & College.
Group : Business Studies
Result : GPA- 3.20 (Out Of 5.00)
Passing Year : 2012
Board : Dinajipur

□ **Secondary School Certificate (S.S.C)**

Institute : Rather Bazar B.M. High School, Dinajpur
Group : Science
Result : GPA- 3.75 (Out of 5.00)
Passing Year : 2010
Board : Dinajpur

Language Proficiency :

- English : Excellent listening, Good speaking & writing.
- Bengali : Excellent listening, speaking & writing.

Interest :

Traveling and reading.

Computer Skill :

MS Office : Advanced skill in MS Word, MS Excel, MS Power Point, E-mail & Internet browsing.

Personal Attributes:

- Willing to learn and build up career by accepting responsibilities.
- Optimistic, confident and friendly as a person.
- Energetic, Honest, Sincere, Hardworking and dutiful.
- Ability to manage time and being flexible.

Personal Information :

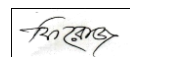
Name	:	Md. Firoz Kabir
Father's Name	:	Md. Rais Uddin
Mother's Name	:	Mst. Faridha Begum
Date of Birth	:	02/04/1994
Marital Status	:	Married
Nationality	:	Bangladeshi (By Birth)
National ID No	:	4656368216
Religion	:	Islam
Blood Group	:	O+
Sex	:	Male
Permanent Address	:	Vill: Khushia, P.O: Rather Bazar-5740 P.S: Gobindoganj, Dist: Gaibandha.

Experience :

- | | | | |
|----|---------------------|---|--|
| 01 | Company Name | : | RDRS-Bangladesh |
| | Position | : | Filed Officer |
| | Duration | : | 07/02/2022 to 31/12/2023. |
| | Location | : | Shaharpukur Bazar, Dupchachia, Bogura. |
| 01 | Company Name | : | Bangladesh Extension Education Services (BEES) |
| | Position | : | Filed Officer |
| | Duration | : | 20/08/2024 till now. |
| | Location | : | Gazipur Sadar Branch, Gazipur. |

Declaration :

I, the under signed certify that to the best of my knowledge and belief, this resume correctly describe my qualifications and myself.



Signature:

Md. Firoz Kabir

Date: