



Md. Hasibul Islam

Versatile and results-oriented professional with diversified experience in operations, communication, sales, publishing, auditing, and brand promotion. Proficient in coordination, reporting, content development, and MS Office applications. Recognized for adaptability, professionalism, and strong interpersonal skills, with a commitment to continuous learning and contributing effectively to organizational growth and operational excellence.

06, Omar Ali-lane, West
Rampura, Dhaka-1219

October 09, 1998

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<https://shorturl.at/LG2tK>

Skills

- Presentation and Communication
- Leadership and Teamwork
- Microsoft Office
(Word, Power Point and Excel)
- Graphic Designing
(Adobe Photoshop and Adobe Illustrator)
- Photography

Co-Curricular Activities

Development Officer at GTC Entrepreneurship & Business Club – Organized workshops and competitions to promote entrepreneurial skills.

Member at GTC Debating Club – Participated in inter-college debates and public speaking sessions.

Scout Member (School Life) – Gained leadership, teamwork and discipline through active involvement in scouting.

Polling Agent (2026 Election) – Ensured transparency and compliance with electoral procedures while assisting in vote monitoring and documentation.

Languages

Bangla as Native
English as Bilingual
Hindi as Bilingual

Work Experience

1. Executive Officer

(1 May 2025- Continuing)

Rekha Prokashoni Limited

Area of Expertise:
Writing and Editing

2. Assistant Territory Sales Manager

(1 Jan 2025 - 30 Apr 2025)

Pran-RFL group

Area of Expertise:
Field Sales and Automation

3. Writer & Editor

(1 Aug 2024 - 31 Dec 2024)

Lecture Publications

Area of Expertise:
Writing and Editing

4. Audit Associate

(1 Nov 2023 - 1 Jun 2024)

G.Kibria & Co.

Area of Expertise:
Audit

5. Brand Ambassador

(1 Jul 2018 - 31 Oct 2018)

Daraz

Area of Expertise:
Capability to convincing customers

Academic Background

● PGD in HRM-2025-United International University
(CGPA 2.67 out of 4.00)

● MBA in Management-2021-Govt. Titumir College
(CGPA 3.25 out of 4.00)

● BBA in Management-2020-Govt. Titumir College
(CGPA 2.80 out of 4.00)

● H.S.C from B.studies-2016-Dhaka Imperial College
(GPA 4.92 out of 5.00)

● S.S.C from B.studies-2014-Faizur Rahman Ideal Institute
(GPA 4.94 out of 5.00)

References

Md. Kamruzzaman
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Dr. Rajib Ahsan
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Signature