

RESUME

Of

Subarna Akter

Mailing address:

Vill- Beldia, P.O- Kaoraid,
P.S-Sreepur, Dist-Gazipur.
Cell: 01744-886053

Career objective

- To build up my career in the field of some challenging post in any organization where there is immense scope to work and prove one's expertise and to maneuver positive contribution in the organization by sincerely accomplishing the duties and responsibilities assigned to me.

Academic certification

Master Of Business Administration (M.B.A):

Institute : Sreepur Muktijoddha Rahmot Ali College, Gazipur.
Group : Accounting
Result : 2.75
Board : National University
Year : 2022

Bachelor Of Business Administration (B.B.A) Honours:

Institute : Sreepur Muktijoddha Rahmot Ali College, Gazipur.
Group : Accounting
Result : 2.82
Board : National University
Year : 2020

Higher Secondary Certificate (H.S.C) :

Institute : Kaoraid Goyespur College
Group : Business Studies
Result : GPA-3.25
Board : Gafargaon
Year : 2016

Secondary School Certificate (S.S.C) :

Institute : Kawraid K. N. High School
Group : Business Studies
Result/Division : 3.88
Board : Dhaka
Year : 2014

❖ Experience:-

Name Of Company	Designation	Duration
Upanusthanik Shikkha Boro	Teacher	2 Years

what makes me different

- Ability to work hard.
- Excellent interpersonal communication skills.
- Ability to build group and control.
- Helping attitude.
- Presentation skill.

Personal Interest

- Participating to any social activities.
- Reading novel and magazines
- Chatting with friends
- Internet browsing.
- New technology.

Languages

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	Medium	Medium	Medium

Personal details

Name : Subarna Akter
Father's Name : Md. Mostofa
Mother's Name : Shamsun Nahar
Date of Birth : 07th September, 1996
Nationality : Bangladeshi by birth
Religion : Islam
Marital Status : Unmarried
National ID : 6003318331
Permanent Address : Vill- Beldia, P.O- Kaoraid,
P.S-Sreepur, Dist-Gazipur.

Certification

I, the undersigned, certify that to the best of my knowledge and brief this resume correctly describes my qualification and myself. I understand that any willful misstatement described herein can lead to my disqualification or dismissal if employed.

Signature: _____
Subarna Akter

Date: