

CURRICULUM VITAE

Md. Parvez Alam

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Carrier objective:

I want to build up my carrier in such an open structured and steadily growing up organization having friendly congenial Environment where I can prove my potentiality.

Computer Skill

- Office program Certified by (N.E.C.T.A)
- ERP Software Works

Language Skill

- Skilled & fluent in both Bangle & English.

Professional Experience:

Company Name	: Paradise Scientific Company Ltd. (31, Mamun Plaza, Hatkhola Road, Dhaka-1230)
Designation	: Assistant Accounts Officer
Duration	: 01 January 2015 to 31 December 2015
Company Name	: Lithe Group. (Shirichala, Bagher Bazar, Gazipur)
Designation	: Assistant Merchandiser (Knit Division)
Duration	: 01 January 2016 to 31 December 2018
Company Name	: Renata Ltd. (Plot no-1, Milkvita Road, Section-7, Mirpur, Dhaka-1216)
Designation	: Professional Service Officer
Duration	: 01 January 2019 to 31 July 2019
Institution Name	: Monohorgonj Govt.High School & College
Designation	: Guest Teacher (Accounting)
Duration	: 01 January 2020 to 31 March 2025
Company Name	: Lithe Apparels Ltd. (Shanarpar, Shiddirgonj, Narayangonj)
Designation	: Assistant Merchandiser (Knit Division)
Duration	: 15 April 2025 to till now.

Job Experience:

1. Buyer handling of Piazza Italia, Cotton on , New wave, US POLO, Matalan, Tex- Star, Kwintek etc.
2. Handle order and assistance to seniors.
3. All order quality fabrics and various sample submit in buying house requirement.
4. Booking all fabric and accessories as per confirm Garments order qty.
5. Embroidery and print development and follow up.
6. Follow up for sampling and during the production time.
7. Same order outside sewing sub-contract factory production follow-up.
8. Everyday production report update and production line follow up.
9. All the sample submissions should be made through prior checking of factory Q.C.
10. As per time active plan all order to production plan at the initial stage.

Educational Qualification:

Master of Business Administration (M.B.A)

Name of Institute	Cumilla Victoria Govt. College, Cumilla
Department	Accounting
Result	G.P.A (2.72) out of CGPA-4
Session	2019-2020
University	National University

Bachelor of Business Administration (B.B.A)

Name of Institute	Nawab Foyjunnessa Govt. College, Cumilla
Department	Accounting
Result	G.P.A (2.90) out of CGPA-4
Session	2015-2016
University	National University

H.S.C (Higher Secondary Certificate)

Name of Institute	Shah Sharif Degree College, Comilla
Group	Business studies
Passing Year	2015
Education Board	Comilla
Grade	(4.67) Out of G.P.A-5

S.S.C (Secondary School Certificate)

Name of Institute	Mirzapur high school, Comilla
Group	Business studies
Passing Year	2013
Education Board	Comilla
Grade	(4.69) Out of G.P.A-5

Personal information

Name	: Md.Parvez Alam
Father's Name	: Late.Tajul Islam
Mother's Name	: Hasina begum
Date of Birth	: 05 th July 1997
Marital Status	: Married
Religion	: Islam
Sex	: Male
Blood Group	: AB+ (Positive)
Nationality	: Bangladeshi
National ID	1952328209
Present Address	: KA-113/KA, Uttarpura, Khilkhet, Dhaka- 1229
Permanent Address	: Vill.# Hajramuri, p.o # Uttarhowla T.H # Monohorgonj, Dist. # Cumilla

Declaration of Authenticity:

I do hereby declare that all information here is true to my knowledge, if required & where applicable, this document can be supported by appropriate authentic certificates.

Reference:

01.Md. Farid Ahmed Sumon
(AGM) CNC Group
Call +8801710235720

02. Md Muzibul Rahman
(Director) Ultimate Fashion Ltd.
E -mail muzib@ufl-bd.com
Call 01715-006505, 01615006505



Sincerely Yours
Md. Parvez Alam

