

RESEUME
OF
MD. FIROZ ALAM

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Career Objective

To enter in a well organization in suitable position having invention to work with honest and to learn, grow and eventually take greater responsibilities and face the challenges of the time and gain experience & skill for successful career.

Academic Qualification

➤ *Masters of Science (M.Sc)*

Institute name : Patuakhali Govt. College, Patuakhali
Subject : Soil Science
CGPA : 3.00 (Out of 4)
Passing year : 2015
University : National University

➤ *Bachelor of Science (B. Sc Hon's)*

Institute name : Patuakhali Govt. College, Patuakhali
Subject : Soil Science
CGPA : 3.22 (Out of 4)
Passing year : 2014
University : National University

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

Institute name : Janata College, Dumki
Group : Business Studies
GPA : 3.40 (Out of 5)
Passing year : 2010
Board : Barishal

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

Institute name : Muradia Secondary School
Group : Science
GPA : 4.19 (Out of 5)
Passing year : 2008
Board : Barishal

Job Experience:

Name of Company	Designation	Duration
TMSS	Field Officer	17 February, 2020 to 31 th January 2022
Sajan International Pvt. Limited	Executive Collection	28 February, 2023 to 31 October, 2023

University of Global Village (UGV), Barishal	Admission Officer	1 st November 2023 to till now.
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Computer Knowledge

I have sound knowledge in **Microsoft Word, Microsoft Excel, Powerpoint**. I have working knowledge in operating. I have knowledge in Internet (Browsing & E-mail etc). **Complete in 06 Months Social Service Computer Training Application Course.**

Language Skill

- ❖ Bengali : Spoken and written.
- ❖ English : Spoken and written.

Personal Attributes

- Hardworking and highly motivated personnel.
- Ability to work under pressure.
- Ability to take charge and lead groups.
- Strong Communication skill.

Personal Information

- Name : Md. Firoz Alam
- Father's Name : Md. Yunus
- Mother's Name : Rashida Begum
- Permanent Address : C&B Road, Kazipara, Barishal.
- Present Address : Vill: Sannasikanda, P.O: Bamnikathi
- P.S: Bauphal, Dist : Patuakhali.
- Date of Birth : 20th October, 1993
- Nationality : Bangladeshi
- Religion : Islam
- Sex : Male
- Marital Status : Married
- Blood Group : B^(+ve)
- NID NO. : 5060397196
- Hight : 5'-5" inche

Declaration

I am Md. Firoz Alam, undersigned, declare that, to the best of my knowledge and belief, this curriculum vitae correctly describes my qualification and myself as well.

Signature:



(Md. Firoz Alam)

Date :