

MD. ABUL HOSSAIN

House: 402/A, Huzurer Goli, Modhubag,
Moghbar, Hatirjheel, Dhaka-1217
Cell Number: +8801714720013
E-mail: kalamazad3355@gmail.com



Career Objective :

To obtain opportunity in this sector I am mentally and physically capable to take challenge. I try heart and soul to flourish my career and devoted myself in this profession. For this purpose have submitted all my personal and academic information which is absolutely right.

Employment History :

- Have worked in account department at Jaycees Apparels Company Ltd. Head office Moghbar hatirjheel Dhaka-1217
- I am working in **Mutual Trust Bank PLC** Head Office **SME Banking Division** as Office Assistant since 26 August 2008 to 15 November 2015. My responsibilities were to send Documents to data Entry Operator and sending various documents of **Bangladesh Bank** etc.
- From 12 April 2017 to 29 October,2019.I successfully service in Mail Room as office Assistant under General Service Division at **Brac Bank PLC**, Head Office through E-Zone Company. My responsibilities: Included document and document security, data entry operator and sending various documents of **Bangladesh Bank** etc.
- I have been working as Sales Writer in Foodpanda Bangladesh Limited from 1st January 2020 to 30th December 2023.My job was to buy and sell various products to you And I am doing the work of delivering products to customers with reputation.
- I am From 10 th March 2024 to 20 the April 2024 working in Kazi Travels and Tours Head office as Executive Sales Accounts. My duties were accounting and paying staff salary travel fares and other expenses performing all bank related tasks.
- I have been working as Sales Writer in Foodpanda Bangladesh Limited from 25 the April 2024 to till now. My job was to buy and sell various products to you And I am doing the work of delivering products to customers with reputation.

Academic Qualification :

Exam Title	Concentration/Major	Institute	Result	Passing Year	Board/University
M.A (Masters of Arts)	Islamic Studies	Uttara University	CGPA 3.42 (Out of 4.00)	2018	Private University
B.A (Bachelor of Arts)	Humanities	Habibulla Bahar University	CGPA 2.51 (Out of 4.00)	2016	B.O.U, Dhaka
Higher Secondary Certificate (H.S.C)	Humanities	Shiddeswary University College, Dhaka	GPA 1.80 (Out of 5.00)	2011	B.O.U, Dhaka
Secondary School Certificate (S.S.C)	Business Studies	B.K Secondary High School	GPA 2.56 (Out of 5.00)	2008	Barishal

KEY QUALIFICATIONS:

- Honesty, devotion, trustworthiness and diligence.
- Good presentation skill and bears positive attitude in mind.
- Ability to work under pressure, keeping the high level of quality and quantity of services.
- Strong appetite for leading and honest life with dignity.
- Capable to build up relation with any status of people.

Personal Attributes:

Self-confident and being positive, Energetic,Goal oriented and self-motivate, Ability to work efficiently in stress environment.

CANDIDATE'S PROFILE:

- Good representation and good managerial ability.
- Quick learner motivated and dedicated of getting the job done right.
- Strong Communication skill, work well with others at various levels.
- Courteous and professional, good sense of humor.

Language Proficiency :

- Bengali: Good at Listening, reading, writing and speaking.
- English: Good at Listening, reading, writing and speaking.

Computer Skills:

- Computer Fundamental with application basic course on Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Internet Browsing etc.

Others Skills:

Listen to and help group members with leadership ability in team-work
Adaptable to different working conditions and environments.

Personal Details :

Name	: Md. Abul Hossain
Father's Name	: Late Kadam Ali Fakir
Mother's Name	: Mrs. Suratonnassa
Date of Birth	: 3 rd May 1991
Blood Group	: B+ (ve)
Religion	: Islam
Gender	: Male
Height	: 5'-3"
Weight	: 60 Kg
Spouse Name	: Sabina Khanum
Home District	: Barishal, Bangladesh
Place of Birth	: Barishal, Bangladesh
Marital Status	: Married
Nationality	: Bangladeshi
National ID Number	: 1934274059

Permanent Address :

Village- Barakotha, Post Office- Dhakuarhat, P.S- Wazirpur, District- Barishal, Bangladesh.

Reference (S) :

1) Mohammed Morshedul Quader Khalil
Senior Executive Vice President & Head
Of ICCD, **NCC Bank PLC**
Annex Building, Nirala Bhaban, 9/A,
Toyenbee Circular Road. Motijheel C/A,
Dhaka-1000, Bangladesh.
Mobile No. 01713116242
E-mail: morshedul.khalili@nccbank.com.bd

2) Md. Abdullah Al Mamun
Assistant Manager
Security & Printing Stationery Department
Mutual Trust Bank PLC.
MTB Centre, 26 Gulshan Avenue, Dhaka 1212, Bangladesh.
Mobile No. 01749-752946
E-mail: mamun.abdullah@mutualtrustbank.com

3) Irin Sultana
Junior assistant vice President
CITIZENS BANK PLC, Head office
76, Motijheel Dhaka 1000
Email. Irin.sultana@citizensbank bd.com
01611394005

I declare that all the above information given in my curriculum vitae is true & correct to the best of my knowledge.

MD. ABUL HOSSAIN