

Resume of MD. ARIF HOSAIN



Mailing Address:

A/66 Bank Colony, Savar, Dhaka-1340

Cell No: 01516520348

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Career Objective

To build up a successful career in challenging and competitive environment where strong sense of responsibility and commitment is required where dignity of work provides job satisfaction and the place of work provides potential avenues for learning, growing and achieving the hierarchy of the organization.

Job Experience:

- I have 1 Years Experience As a Post Of Junior Executive at Royal Capital Ltd. (From: Mirpur-1 Dhaka-1216, 23.06.2020 to 18.03.2021)
- I have 1 Years Experience As a Post Of Sales Officer at M.Brand Mobile By Sells And Exchange. (From Dhanmondi7, Dhaka, 10.05.2017 to 08.04.2018)

Academic Background

❖ **Bachelor Of Social Science (B.S.S)**

Institution	:	Dhaka College
Passing Year	:	2023
Subject	:	Political Science
University	:	Under Dhaka University
Result (C.G.P.A)	:	3.16 (Scale of 4.00)

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

Institution	:	Mia Jinnah Alam Degree College, Garagonj
Board	:	Jessore
Group	:	Humanities
Passing Year	:	2019
Result (G.P.A)	:	4.75 (Scale of 5.00)

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

Institution	:	Garagonj Secondary School
Board	:	Jessore
Group	:	Science
Passing Year	:	2017
Result (G.P.A)	:	4.73 (Scale of 5.00)

Interest & Extra Activities:

Take part in different general knowledge, Reading books, novel, articles & always read the newspapers about the remaining. Traveling & Visiting New Places. Hobbies are included in Cricket, Football play and watching.

Computer Proficiencies and Skills:

Windows XP, Windows 2007, Windows 2008, Windows 2010.

Computer Application: Networking, Server Configuration & maintenance, Video editing, Office Application (MS Word, MS Excel, MS Power Point)

Language Proficiency:

LANGUAGE	SPEAKING	READING	WRITING
Bengali	Excellent	Excellent	Excellent
English	Average	Good	Good

Customer Service Management Skill:

- I start with smiles & hellos and move on to showing genuine interest in people's lives. I always friendly in person on phone calls, emails and on the social networks. I have the ability to performing general everyday tasks necessary for the efficient running of the business.
- Ability to type while talking and taking a call. Adequate problem solving skills. Good multitasking skills in nature. Service with smile & a warm greeting.
- I am polite, helpful, compassionate, friendly & a good listener which create a long-lasting positive impression to customer's mind.

Personal Information:

Father's Name : Md.Khairul Islam
Mother's Name : Mrs.Arifa Begum
Permanent Address : Vill-Mohespur, P.O-Garagonj, P.S: Shailkupa, Dist: Jhenidah
Date of Birth : 04th Jan 2002
Nationality : Bangladeshi (My Birth)
National ID Number : 6013830176
Religion : Islam
Marital Status : Single
Gender : Male
Height : 5'9"
Blood Group : B⁺

Reference:

Name : Md Zahir Raihan
Designation : Lecturer in Management
Organization: Kushtia Government College
Relation : Brother
Address : Kushtia
Cell No : 01962370727

Declaration:

I, the undersigned, hereby declare that to the best of my knowledge and belief, the above mentioned data is correctly described by me.

Sincerely,

Md. Arif Hosain

Date: