

CURRICULAM VITAE

AKHI AKTER RITU

Vill- Krishnadia, Post-Krishnadi,
Thana- Muksudpur, Dist- Gopalganj.
Mobile: 01311480543
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Objectives

CAREER OBJECTIVES

I Prefer in doing job in any establish and progressive organization with pride and prestige having in opportunity of the best use of technology in all areas. I feel enough independence to explore my professional vision and experience in doing job will bring more and more benefit of the organization.

Vision

VISION

Have long cherished dream to build a challenging career and to work with a winning team who appreciates and allows every attempt to utilize my knowledge and skill achieved throughout the years.

Academic Qualifications

DETAILS ACADEMIC BACKGROUND

Interni

Institute : Sheikh Sayera Khatun Medical College & Hospital, Gopalganj
(9 Months)
Institute : Muksudpur Upazila Health Complex, Muksudpur
(3 Months)

Medical Assistant (MATS)

Institute : Institute Of Medical Assistant Jhiltuli, Faridpur
Group : Science
Result : Passed
Passing year : 2018
Board : Dhaka

Secondary School Certificate (S.S.C)

Institute : Krishnadia B.M High School
Group : Science
Result : 4.75 (Out Of 5.00)
Passing year : 2014
Board : Dhaka

Professional Skills

Employment Details:

Working as Medical Assistant, Muksudpur Surgical Clinic,
from October 2019 to till now.

**Personal
Information**

PERSONAL INFORMATION

Certificate Name : Akhi Akter Ritu
Father's Name : Jakir Shekh
Mother's Name : Sathi Begum
Date of Birth : 08-07-1998
Marital Status : Marrid
Religion : Islam (Sunni)
Home District : Gopalganj
Nationality : Bangladeshi (By birth)
National Id No : 6454624971
Sex : Femal
Blood Group : A(+)

Present & Permanent Address : Vill- Krishnadia, Post-Krishnadi,
Thana- Muksudpur, Dist- Gopalganj

Computer Skill:

MS Word, MS Excel, Internet Browsing & Work with Basic
Operating.

Communication Skill:

Good Communication skill in both Bengali & English.

Reference

REFERENCE

Manik Mridha
Sr.Officer (Market Research & Audit)
Navana Pharmaceuticals Ltd.
01640548671
Relation: Husband.

Declaration

DECLARATION

I declare that the information above is true to the best of my knowledge. If required and where applicable, these documents can be supported by appropriate authentic certificate papers.

Sincerely yours,



(Akhi Akter Ritu)

Date: 23.04.24