



# CHADAK CHAKMA

Medical Assistant | Certified by BMDC (Reg. No: D31142)

chakmachadak1@gmail.com [+8801518405092]

Mailing Address: Langadu, Rangamati.

## CAREER OBJECTIVE

To secure a challenging position in a progressive organization where I can utilize my skills, knowledge, and dedication to contribute significantly to the company's growth while continuously developing my professional capabilities.

## PROFESSIONAL EXPERIENCE

### Medical Assistant

The IBN SINA Diagnostic Centre & Hospital, Langadu, Rangamati

January 01, 2026 – Present

- Patient assessment (vital signs, history taking)
- Assisting doctors in OPD and emergency care
- IV cannulation, injections, dressing
- Management of AWD, fever, infections
- Patient counseling and health education
- Maintaining patient records

## NGO RELEVANT EXPERIENCE

- Experience working with rural and remote patients
- Health education on hygiene and disease prevention
- Communicable disease management support

## KEY SKILLS

- Patient care & emergency response
- Communication & counseling
- Community health awareness
- Teamwork & field work
- Infection prevention & control

## EDUCATION

### Diploma in Medical Faculty (DMF)

Trauma Centre Medical Institute, Dhaka

- **Specialization:** Medical Assistant Training (MATS)

Passing Year: 2021

Result Pass

### Secondary School Certificate (SSC) in Science

Dighinala Govt. High School, Chittagong Board

Passing Year: 2015

GPA: 3.28 / 5.00

## INTERNSHIP & TRAINING EXPERIENCE

### Medical Intern

JAN 2024 - SEP 2024 (9 MONTHS)

Khagrachari Sadar Hospital | Khagrachari, Bangladesh

- Assisted in medicine, surgery, gynecology, obstetrics, pediatrics, and emergency units.
- Supported patient admission, treatment, and discharge processes.
- Monitored vital signs, prepared patients for procedures, and documented treatment notes.
- Collaborated with doctors and nurses to ensure accurate care delivery.

### Medical Intern

OCT 2024 - DEC 2024 (3 MONTHS)

Upazilla Health Complex | Dighinala, Bangladesh

- Assisted in outdoor, indoor, and emergency departments.
- Supported health check-ups, vaccinations, and minor procedures.
- Ensured the cleanliness and readiness of medical instruments.
- Assisted in patient education regarding prescribed medicines and treatment plans.

## PERSONAL SKILLS

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- Strong sense of responsibility and adaptability.
- Effective teamwork and collaboration.
- Ability to perform under pressure in medical environments.
- Dedicated to continuous Learning and patient care excellence.

## LANGUAGES

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- **Bengali:** Fluent (Speaking, Reading, Writing, Listening)
- **English:** Basic Communication
- **Chakma:** Mother Tongue

## INTERESTS

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- Reading medical and healthcare-related books
- Travelling & exploring community healthcare initiatives
- Volunteering in patient care services

## REFERENCE

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### **Dr. Purna Jibon Chakma**

MBBS, Senior Consultant (Cardiology)  
BCS (Health), Khagrachari Sadar Hospital  
Cell: +8801926005043

### **Dr. MD. Abdullah Al-Mamun**

MBBS (DU), MPH (Gynae and  
obs.), PGT, CCD (BIREDEM)  
RMO at Ibn sina hospital and diagnostic center,  
Langudu, Rangamati  
Cell: +880 1616-051728

Sincerely  
Chadak Chakma

# The State Medical Faculty Of Bangladesh



## DIPLOMA IN MEDICAL FACULTY

Sl. No: 40719

Registration No : 42497

Session : 2015-2016

This is to certify that

CHADAK CHAKMA

Son/Daughter of

BUDDHA RANJAN CHAKMA

&

SHANTI DEVI CHAKMA

from

Trauma Institute of Medical Assistant Training School, Dhaka

bearing

Center

Institute of Health Technology, Dhaka.

Roll 2904

duly passed the final examination of

Medical Assistant Training Course of 3 (three) years duration held in the month of December-2021 under  
THE STATE MEDICAL FACULTY OF BANGLADESH and he/she had completed the internship for a  
period of one year.

203, Shahid Syed Nazrul Islam Sharani, Dhaka-1000.

Date of Issue ... 27 FEB 2025

Compared

Checked

Secretary

President

**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, CHITTAGONG**  
**BANGLADESH**

Certificate Sl. No. : 15063411

Serial No. CGB 1299320



Registration No. : 1214310855/2013-2014

**SECONDARY SCHOOL CERTIFICATE EXAMINATION - 2015**

*This is to certify that*

*son / daughter of* Buddha Ranyan Chakma

*and* Shanti Devi Chakma

*of* Dighinala Govt. High School

*bearing Roll* Dighinala (273)

*No.* 118408

*duly passed the Secondary School*

*Certificate Examination of* 2015 *in* Science

*group and secured G.P.A.* 3.28

*in the scale of 5.00.*

*His / Her date of birth is* 07/08/99 (Seventh August Nineteen Hundred And Ninety Nine.)

CHITTAGONG

Date of Publication of Result : May 30, 2015.

Controller of Examinations



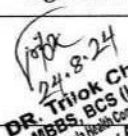
## Government of The People's Republic of Bangladesh

Office of The Upazilla Health & Family Planning Officer  
Upazilla Health Complex, Dighinala, Khagrachari

### Certificate of Three Month Internship Training Completion

Serial No-

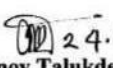
This is to certify that **CHADAK CHAKMA**, Son of **BUDDHA RANJAN CHAKMA** and **SHANTI DEVI CHAKMA** as a student of the Institute of **TRAUMA INSTITUTE OF MEDICAL ASSISTANT TRAINING SCHOOL, DHAKA**. Session **2015-2016**. Registration No- **42497** has completed his scheduled internship training for a period of 03 (Three) months in respective wards/departments at **Upazilla Health Complex, Dighinala, Khagrachari**.

| Units in Which Worked      | Duration  | From       | To         | Name of Designation of the Superintendent                                                                            | Signature                                                                                                                                                                                                 |
|----------------------------|-----------|------------|------------|----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Indoor, Outdoor, Emergency | 03 Months | 20.05.2024 | 20.08.2024 | <b>Dr. Trilok Chakma</b><br>Residential Medical Officer (RMO),<br>Upazilla Health Complex,<br>Dighinala, Khagrachari | <br><b>DR. Trilok Chakma</b><br>MBBS, BCS (Health)<br>RMO, Dighinala Health Complex, Khagrachari<br>Reg. No: A-68219 |

His training was whole time and residential. He was responsible for the care of the patients under supervision of respective consultants of that particular ward. He has completed his training as a hard and efficient worker. His Training was found **Excellent**.

I wish his/her brilliant success in life.

Date- 24.08.24

 24.08.24  
**Dr. Tanoy Talukder**  
Upazilla Health & Family Planning Officer  
Upazilla Health Complex, Dighinala  
Khagrachari Hill Tracts.



**Government of The People's Republic of Bangladesh**  
**Office of the Superintendent**  
**Modernized District Sadar Hospital, Khagrachari**  
**Certificate of Nine Months Internship Completion**

Serial No- 04

This is to certify that **CHADAK CHAKMA**, son of **BUDDHA RANJAN CHAKMA** and **SHANTI DEVI CHAKMA** as a student of the Institute of **TRAUMA INSTITUTE OF MEDICAL ASSISTANT TRAINING SCHOOL, DHAKA**, Session **2015-2016**, Registration No- **42497** has completed his scheduled internship training for a period of 09 (nine) months in respective wards/departments at **Sadar Hospital, Khagrachari**.

During the Internship she/he covered for following areas.

| Placement                          | Duration of Training |            | Total Months | Name of Designation of Head of Department                                                              | Signature of the Respective Consultant |
|------------------------------------|----------------------|------------|--------------|--------------------------------------------------------------------------------------------------------|----------------------------------------|
|                                    | From                 | To         |              |                                                                                                        |                                        |
| <b>Gynecology &amp; Obstetrics</b> | 01/05/2023           | 30/06/2023 | 2 Months     | <b>Dr. Beauty Chakma</b><br>Incharge, Dept of Gynee & Obs                                              |                                        |
| <b>Paediatrics</b>                 | 01/10/2023           | 31/11/2023 | 2 Months     | <b>Dr. Rajendra Tripura</b><br>Junior Consultant, Dept of Paediatrics                                  |                                        |
| <b>Medicine</b>                    | 01/12/2023           | 31/01/2024 | 2 Months     | <b>Dr. Purna Jiban Chakma</b><br>Senior Consultant, Dept of Medicine                                   |                                        |
| <b>Surgery</b>                     | 01/07/2023           | 30/09/2023 | 3 Months     | <b>Dr. Nayan Moy Tripura</b><br>Senior Consultant, Dept of Surgery & Orthopedic Surgery & Traumatology |                                        |

His/Her training was whole time and residential. He/She was responsible for the care of the patients under supervision of respective consultants of that particular ward. He/She has completed his/her training as a hard and efficient worker. His/her training was found satisfactory.

Khagrachari  
Date: 30.09.24

**Dr. Ripple Bappi Chakma**  
Residential Medical Officer  
Modernized District Sadar Hospital, Khagrachari.

**Dr. Mohammad Saber**  
Civil Surgeon Cum Superintendent  
Modernized District Sadar Hospital, Khagrachari

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|-----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <b>গণপ্রজাতন্ত্রী বাংলাদেশ সরকার</b><br>Government of the People's Republic of Bangladesh<br>Temporary National ID Card / সাময়িক জাতীয় পরিচয় পত্র  |
|  | <b>নাম: ছদক চাকমা</b><br>Name: Chadak Chakma<br>পিতা: বুদ্ধ রঞ্জন চাকমা<br>মাতা: শান্তি দেবী চাকমা<br>Date of Birth: 07 Aug 1999<br>ID NO: 3753961204 |

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| এই কার্ডটি গণপ্রজাতন্ত্রী বাংলাদেশ সরকারের সম্পত্তি। কার্ডটি ব্যবহারকারী ব্যক্তি অন্যান্য কোথাও পাওয়া গেলে নিকটস্থ পোস্ট অফিসে জমা দেবার জন্য অনুরোধ করা হলো। |                                     |
| ঠিকানা: বাসা/ঘোড়ি: ৩৯, গ্রাম/গ্রাভা: শান্তিপুর, ডাকঘর: দিঘীনালা - ৪৪২০, মিথিলা, ঝাংড়াছড়ি                                                                    |                                     |
| রক্তের গ্রুপ / Blood Group: A+                                                                                                                                 | প্রদানের তারিখ: ২৯/০৪/২০২১          |
| প্রদানকারী কর্তৃপক্ষের স্বাক্ষর                                                                                                                                | মেয়াদ উত্তীর্ণের তারিখ: ২৯/০৪/২০২১ |
|                                                                            |                                     |

