

Resume of

Tanjina Auntora



Contact

Address: House-23D, Road-20, Banani, Dhaka-1213.

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Email:
tanjina.antora2000@gmail.com

Skills

- Teamwork
- Problem solving
- Good communication
- Computer literacy
- Creativity

Education

Master of Business
Administration (MBA) in
Accounting, 2024
Institute Name: Govt.
Titumir College, Mohakhali,
Dhaka (MBA 3.07)

Bachelor of Business
Administration (BBA) in
Accounting, 2023
Institute Name: Govt.
Titumir College, Mohakhali,
Dhaka (BBA 2.96)

Higher secondary School
Certificate (HSC) in Business
Studies, 2018
Institute Name: Mollakandi
Pilot High School and
College, Daudkandi, Cumilla

Certification

Wadhwani Foundation
21st century employability
skilling program- Advanced

Summary

Motivated MBA Accounting graduate with strong skills in project coordination and communication. Quick learner with proven adaptability and teamwork abilities. Skilled in problem-solving, critical thinking, and time management, eager to apply knowledge and grow professionally while contributing to organizational success.

Experience

Volunteering Leader

BYLC | Dhaka, Mohakhali, Madona Tower, Bangladesh | Mar 2023-Aug 2024

- Successfully managed events and programs.
- Enhanced communication skills through consistent interaction
- Completed professional development and leadership training to improve strategic thinking.
- Developed team-building, problem-solving, and critical thinking abilities.

Languages

- Bengali: First Language.
- English: Reading, Writing, Speaking and Listening.

Hobbies and Interests

- Passionate about self-growth through reading leadership books.
- Developing teamwork skills in sports and contributing to community service.
- Enjoys learning new technologies, enhancing professional skills, and exploring creativity.
- A passion for animal welfare