



Resume Of ANITA HALDER

EDUCATION

• Masters of Business Administration (MBA)

- Institution : Siddheswari Degree College
- University : National University
- Subject : Finance & Banking
- Result : CGPA -3.38 (Out Of 4)
- Year of Passing : 2020

• Bachelor of Business Administration (BBA)

- Institution : Siddheswari Degree College
- University : National University
- Subject : Finance & Banking
- Result : CGPA -3.13 (Out Of 4)
- Year of Passing : 2019

• Higher Secondary Certificate: (HSC)

- Institution : Babugonj Degree College
- Board : Barisal
- Group : Business Studies
- Result : GPA - 4.20 (Out Of 5)
- Year of Passing : 2014

• Secondary School Certificate: (SSC)

- Institution : Rahmatpur High School
- Board : Barisal
- Group : Business Studies
- Result : GPA- 3.75 (Out Of 5)
- Year of Passing : 2012

ADDRESS :

Rahmatpur, Airport, Barisal

Zip code : 8211

CONTACT

PHONE:

01735-839384

EMAIL:

anifaholder160@gmail.com

CAREER OBJECTIVE

My desire is to achieve a dynamic and challenging job where I can apply my academic achievement, interpersonal skills and creativity in order to develop my career to contribute to the welfare of the institution. I would like to get myself involved with your esteemed organization.

SKILLS:

Office Program:

- * MS Word,
- * MS Excel,
- * MS Power Point & Access.
- * Internet Browsing

SELF ASSESSMENTS:

Excellent communication & interpersonal sensibility, proactive & self-motivated. Energetic, honest, responsibility and sincerity about time & work.

HOBBIES

- ★ Meeting new people.
- ★ Travelling new places.
- ★ Reading new books.
- ★ Cycling.
- ★ Cooking.
- ★ Gardening.

Experience:

Three months internship work experience in National Bank Ltd, Rahmatpur Bazar Branch, Barisal.

Three months works at Shamu Lifestyle as an accountant. Simantu square, Dhanmondi-1205.

Six months work experience at Tex & Trimx International Ltd. As an Office Admin & Accounts. Uttara Model Town, Dhaka-1230

Reference

Prosanto Howlader
Upazilla Agriculture Officer
Upazilla Agriculture Office,
Mongla, Bagerhat.
Phone: 01911-123857

Ali Ahmed Majumder Manager
National Bank Ltd, Rajbari Branch 65,
Hospital Road, Rajbari
Phone: 01730034912

LANGUAGE PROFICIENCY :

- * Bengali : Excellent
- * English : Good

PERSONAL PROFILE

Name : Anita Halder
Father's Name : Arun Chandra halder
Mother's Name: Mamota Rani Halder
Date of Birth : 15th October 1996
Gender : Female
Permanent Address : village: Rhamatpur, P.O: Rhamatpur
Police station : Airport, District: Barisal.
Marital Status : Married
Nationality : Bangladeshi
Religion : Hindu
Blood Group : A (+)
Height : 61 Inch
Weight : 48 Kg
National ID : 4655790154

DECLARATION

I declare that all information's given in my Resume is to the best of my knowledge and belief, are true and authentic.

Anita Halder

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Anita Halder

Date: 25/03/2026