



Nurmohammad Goldar

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Career Objective:

My experience is that I give my best to satisfy my clients. I am dedicated to helping others and hard working. I will be very proactive in fulfilling your company`s goals.

Career Summary:

Currently, I am working as an Assistant Sales Admin at Toppen & Stationery IndustriesI also did an internship at RFL Company Moreover, during my student life, I was involved in various event organization programs at my college and university

Special Qualification:

I have some special qualifications of sales and Distribution Besides, I have potential of event organizing and data analysing too I can work under pressure and I am a quick learner

Employment History:

Total Year of Experience :4.0 Year(s)

1. **Assestent Sales Admin (January 15, 2025 - Continuing)**

Top pen & Stationery industry

Company Location :Dhaka

Department:Marketing

Duties/Responsibilities:

Making invoices according to market orders. Delivering products according to invoices. Keeping in touch with the buyer to make sure they have received the correct products.

2. **sales Representative (May 14, 2024 - May 15, 2025)**

PRAN-RFL Group

3. **Sales Executive-Showroom (June 3, 2019 - June 9, 2021)**

PRAN-RFL Group

Academic Qualification:

Exam Title	Concentration/Maj or	Institute	Result	Pas.Yea r	Duratio n	Achievemen t
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Bachelor of Business Administration (BBA)	Business Studies	govt.Rupsa.college.Khulna	CGPA:2.77 out of 4	2022	4 Year	professional certificate
HSC	Commerce	Moulana vasani memorial college	CGPA:3.5 out of 5	2016	2 year	certificate
SSC	commerce	Surkhali High school	CGPA:4.19 out of 5	2014	1 year	certificate

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Seals Representative		RFL	Bangladesh	Dhaka	2024	1 year
Seals Executive		ACI	Bangladesh	Cox bazaar	2019	2 year

Professional Qualification:

Certification	Institute	Location	From	To
SR	RFL	Dhaka	April 15, 2024	May 15, 2025
Sales Executive	RFL	Khulna	June 3, 2019	June 16, 2021

Career and Application Information:

Looking For	: Mid Level Job
Available For	: Full Time
Present Salary	: Tk. 17000
Expected Salary	: Tk. 20000
Preferred Job Category	: Bank/Non-Bank Fin. Institution, Marketing/Sales, NGO/Development, Showroom Assistant/Salesman, Sales Representative (SR), Other Special Skilled Jobs
Preferred Location	: Anywhere in Bangladesh, Canada, Denmark, Sweden
Preferred Organization Types	: Banks, Govt./ Semi Govt./ Autonomous body, Audit Firms /Tax Consultant, Airline, Electronic Equipment/Home Appliances, Chemical Industries, Call Center, Automobile, Furniture Manufacturer, Battery, Storage cell, Bicycle, Cellular Phone Operator

Specialization:

Fields of Specialization
- Sales & Marketing - COMPUTER OFFICE MANAGEMENT - Distribution Service Management

Language Proficiency:

Language	Reading	Writing	Speaking
English	High	High	High

Bangali	High	High	High
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Personal Details :

Father's Name : Abul Goldar
 Mother's Name : Heera Bagum
 Date of Birth : January 6, 1998
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Kollanseree, Surkalee, Batiaghata, Khulna 9261
 Current Location : Dhaka

Reference (s):

Name : Nuralom
 Organization : RFL
 Designation : Zm
 Address :
 Phone (Off.) :
 Phone (Res.) :
 Mobile :
 E-Mail :
 Relation : Professional