

CURRICULUM VITAE
OF
TANYA SULTANA

Mail- agarbaltitu@gmail.com
Section-11, Block-B, Road-18,
House-15, Mirpur, Pallabi, Dhaka-1216
Mobile No: 01301880377

CAREER OBJECTIVE

To build a challenging and rewarding position as a **Junior Accountant** at **Shakti Foundation** that provides structured growth within a competitive environment. Seeking to utilize my educational background in Accounting (BBA), client handling skills, and international customer service experience to effectively contribute to the foundation's socioeconomic development goals and organizational growth.

ACADEMIC QUALIFICATION

Bachelor of Business Administration: (BBA)

Institution	: Alhaj Mochbul Hossain College
University	: National University
Group	: Accounting
Year	: 2023
Result	: 2.65

Higher Secondary Certificate: (HSC)

Institution	: Mirpur Girls Ideal Laboratory Institute
Board	: Dhaka
Group	: Business Studies
Year	: 2018
Result	: 3.42

Secondary School Certificate: (SSC)

Institution	: Monipur High School
Board	: Dhaka
Group	: Business Studies
Year	: 2016
Result	: 4.44

EXPERIENCE

Name of Organization : Genex Technologies PLC

Designation : CSO (Customer Service Officer)

Project : CelcomDigi Malaysia

Duration : Running

Name of Organization : Apec Water

Designation : Accountant

Duration : 1 year

Name of Organization : DIGICON Technologies PLC

Designation : CSR (Customer Service Representative)

Duration : 1 year

LANGUAGE PROFICIENCY

Language	Reading	Writing	Speaking
1. Bangla	Excellent	Excellent	Excellent
2. English	Good	Good	Good

PERSONAL DETAILS

Name	: Tanya Sultana
Father's Name	: Md. Abu Taher
Mother's Name	: Morium Begum
Permanent Address	: Vill : Alowa, P.O : Nikla – 1960, District : Tangail, Thana : Bhuapur
Present Address	: Section-11, Block-B, Road-18, House-15, Mirpur, Pallabi, Dhaka-1216
Date of Birth	: 14-08-2000
Gender	: Female
Marital Status	: Married
Blood Group	: O +
Nationality	: Bangladeshi by Birth
Religion	: Islam

DECLARATION

I undersigned, hereby declare that I will be responsible for any wrong information provided here

Tanya Sultana

Date :
