



CURRICULUM VITAE

Md. Rakib

Experience:

- BC Group Accounts Officer May 2025 to till now
- Top Ten Group Sales Executive November 2024 to May 2025.

Professional Skills:

- ✓ Accounts Management, Book Keeping, Voucher Preparation & Entry, Cash Management, Bank Reconciliation, Financial Reporting, Computer Office Application (MS Office & Excel, Internet Browsing, Social Media, Email Communication, Etc)

Personal Activity:

- Name : Md. Rakib
- Father's Name : Md. Manik
- Mother's Name : Mst. Rokeya Khatun
- Date of Birth : 08-03-1999
- Gender : Male
- Height : 5 Fit 7 Inc
- Weight : 63 KG
- Blood Group : B+
- Marital Status : Married
- Nationality : Bangladeshi
- Religion : Islam
- Permanent Address : Vill: Bokshipur, P.O: Sreepur, Pabna Sadar, Pabna.
- NID : 3306789235

Extra Activities:

- Having training and Communication Skill.
- Able to work Under Pressure.
- Ability to work in a team.
- Hasty decision Maker.

Communication Skills:

Good pronunciation skill in Bangla, English.

Certification:

I the undersigned, certify that to the best of my knowledge, these data correctly describe me, my qualifications and my extra curriculum activities.

Rakib
Sincerely,
(Md Rakib)

Career Objective:

To build a professional career in the Accounts and Finance sector where I can utilize my academic knowledge, accounting skills, and work experience to contribute effectively to organizational growth and financial management.

Contact:



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+8801703882248



Bokshipur , Sreepur, Vharara.



Pabna Sadar, Pabna.

Educational Qualification:

❖ B.B.A (Hon's)

National University (Govt. Edward College)

Subject : Finance And Banking

Result : CGPA- 2.90 (Out of 4.00)

Passing Year : 2023

❖ Higher Education Certificate

Institute : Khatib Abdul Zahid School
And College, Pabna.

Group : Business Studies

Board : Rajshahi

Result : GPA- 4.33 (Out of 5.00)

Passing Years : 2018

❖ Secondary Education Certificate

Institute : Khatib Abdul Zahid School
And College, Pabna.

Group : Business Studies

Board : Rajshahi

Result : GPA- 4.72 (Out of 5.00)

Passing Years : 2016