

CURRICULUM VITAE
Nusrat Jahan Nadi
Mobile No: 01921-493862
Bhola Road, Barishal University, Barishal



CAREER OBJECTIVE

Seeking To Obtain The Role Of A Junior Accountant In A Company That Provides Account Management And Finance Related Services. Proficient In Using Various Accounting Softwares And Possess Good Financial Planning And Problem-Solving Abilities.

ICT QUALIFICATION

- Proficient in Tally ERP Accounting Software
- NSDA Certified in Computer Operation Level-2
- Creating Content On Microsoft Excel.
- Creating Content On Microsoft Word.
- Creating Content On Microsoft Powerpoint.
- Have Good Knowledge Of Using Internet & E-Mail.

Bachelor Of Business Administration (BBA) In Accounting

Name Of University : National University Of Bangladesh
Name Of Institution : Gournadi Government Colleges
Subject : Accounting
Passing Year : 2023
Result : 2.83 out of 4.00

Higher Secondary Certificate (H.S.C)

Institute : Gournadi Secondary Girl's School & College
Board : Barishal
Passing Year : 2018
Result : GPA 3.92 Out Of 5.00
Group : Business Studies

Secondary School Certificate (S.S.C)

Institute : Gournadi Secondary Girl's School
Board : Barishal
Passing Year : 2016
Result : GPA 4.28 Out Of 5.00
Group : Business Studies

EXPERIENCE:

Agrojatra Technical School

I Have Been Working As A 'Accountant' At Aggrojatra Technical School For Almost One Year

Language	Reading	Writing	Listening	Speaking
Bengali	Excellent	Excellent	Excellent	Excellent
English	Excellent	Good	Good	Good

PERSONAL INFORMATION

Full Name : Nusrat Jahan Nadi
Father's Name : Nur Alom Sarder
Mother's Name : Shilpi Akter
Date Of Birth : 10-10-2001
Nationality : Bangladeshi (By Birth)
Gender : Female
Marital Status : Married
National Id No : 8708645992
Emergency No : 01985-668957
Religion : Islam
Blood Group : A+
Height : 5 Feet 5 Inch
Weight : 85 KG
Present Address : Bhola Road, Barishal University, Barishal

Permanent Address : Vill:South Palordi, P.O:Gournadi P.S:Gournadi,
Dist:Barishal

➤ I, Hereby Declare That Information Given Above Correct To The Best Of My Knowledge.

Reference:

01.Name : Milton Mondal	02. Name : Shameen Akon
Designation : Accounting Department Head	Designation : Lecturer
Contact No : 01715-535418	Contact No : 01722-558420
Address : Gournadi Government College	Address : Gournadi Girls College

Signature

Name:

Date: