

**Mailing Address:**

Vill: Chaturpara, Post: Mostofapur,
P.S: Madaripur Sadar, Dist: Madaripur
Cell No: +8801311020669
Email: priunkasarker111@gmail.com

My Name:
PRIUNKA SARKER

CAREER OBJECTIVE

I have a vision to see myself in a highly efficient administrative position of a dynamic organization where I can utility my learning, interpersonal skill, analytical ability and adaptability for further development.

ACADEMIC QUALIFICATIONS**Bachelor of Business Administration (M.B.A Honors)**

Institution	:	Madaripur Govt. College, Madaripur
Board	:	National University
Subject	:	Accounting
Year	:	2020
Result	:	CGPA- 3.00 (Out of 4.00)

Bachelor of Business Administration (B.B.A Honors)

Institution	:	Madaripur Govt. College, Madaripur
Board	:	National University
Subject	:	Accounting
Year	:	2019
Result	:	CGPA- 2.99 (Out of 4.00)

Higher Secondary Certificate (HSC)

Institution	:	Govt. Nazimuddin College, Madaripur
Board	:	Dhaka
Group	:	Business studies
Year	:	2015
Result	:	GPA- 3. 75 (Out of 5.00)

Secondary School Certificate (SSC)

Institution	:	Mostofapur High School
Board	:	Dhaka
Group	:	Business studies
Year	:	2013
Result	:	GPA- 4.50 (Out of 5.00)

COMPUTER SKILL

✧ Computer Office Program:

MS. Word, MS. Power Point, Internet, Browsing.

PERSONAL DETAILS

- ✧ Certificate Name : **Priunka Sarker**
- ✧ Father's Name : Probodh Sarker
- ✧ Mother's Name : Mala Rani Sarker
- ✧ Permanent Address: Vill/Road: Chaturpara, P.O: Mostofapur -7904,
P.S: Madaripur Sadar, Dist: Madaripur.
- ✧ Date of Birth : 06 Feb 1998
- ✧ Nationality : Bangladeshi (By birth)
- ✧ Religion : Hinduism
- ✧ Sex : Female
- ✧ NID Number : 1504297431
- ✧ Marital Status : Married
- ✧ Birth of Place : Madaripur.

LANGUAGE PROFICIENCY

- 📖 Bengali Mother Tongue. Fluent in Bengali and full working knowledge in English.
- 📖 Claim myself to be a very convincing speaker.

SKILLS & ABILITIES

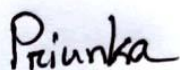
- 🔗 Critical Thinking, Decision making, Problem solving skills.
- 🔗 Planning & organizing abilities.
- 🔗 Creative, insite full & innovative, Emotional intelligence.
- 🔗 Honest, Sincere and punctual in work.
- 🔗 Time Management in work.

INTERESTS

- 🔗 Reading, Writing, Magazine and Book.

DECLARATION

I, the undersigned do hereby state that to the base of my knowledge and belief, the above mentioned data correctly described my qualification and me.



(**Priunka Sarker**)

Date: