

Curriculum Vitae
of
HUMAYARA HOSSAIN ZUTHI

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Career Objective:

To make life challenging through a creative and competitive environment where I have to the opportunity to assert strong sense of responsibility to know about the real world laid ahead of me. I would also work to perform administrative tasks & responsibilities.

Experience

- January,21-Present
Teacher (Business Studies)
Green Leaf International School
12/A Rupnagar Extended Residential Area
Mirpur, Dhaka

Responsibilities I play-

1. Plan, prepare and deliver lesson plans and instructional materials that facilitate active learning
2. Develop schemes of work, lesson plans and tests that are in accordance with established procedures
3. Instruct and monitor students in the use of learning materials and equipment.
4. Assess and records student development, while identifying problem areas and areas which need attention and improvement
5. Attend and takes part in school meetings on curriculum, organisation, and guidelines

Education:

- Master of Business Administration
Finance & Banking
Dhaka City College Under National University
CGPA-3.50
Passing Year-2016 (Result Published in March 13,2019)
- Bachelor of Business Administration (Hons.)
Finance & Banking
Dhaka City College Under National University
CGPA-3.35
Passing Year-2015(Result Published in May 14,2017)
- Higher Secondary Certificate (HSC)
Business Studies
Motijheel Model High School & College.
Result-3.30
Passing Year-2011

- Secondary School Certificate (S.S.C)
Business Studies x
T & T High School
Result-4.00
Passing Year-2009

Soft Skills:

- Leadership
- Communication
- Good Sense of Responsibilities
- Diligence and Punctuality

Professional Skills:

- Microsoft Office
Well-developed knowledge
- Google Suits
Well-developed Knowledge

Hobbies:

Book Reading
Travelling

“ I undersigned do hereby certify that the above all information is true and correct to the best of my knowledge.”

Humayara Hossain

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