



Md Iftekar Alam Chowdhury

Date of birth: 09/03/1996 | **Nationality:** Bangladeshi | **Gender:** Male |

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Address: CDA New Chandgaon R/A, 4212, Bahaddarhat, Chattogram,
Bangladesh.

● OBJECTIVE

To work with an organization that provides me the opportunities to improve my skills and knowledge where I can use my experience to help in organizational growth. Having good interpersonal skills, communication and enjoy working independently as well as in a team.

WORK EXPERIENCE

01/11/2022 – Present

Commercial Officer

AL ITTEFAQ TEXTILES LTD, Plot-11, Mohara CDA I/A, Chandgaon, Chattogram.

01/09/2021 – 15/10/2022

Admin Officer

ARSHINAGAR FUTURE PARK & RESORTS, Mirsharai, Chattogram.

● EDUCATION AND TRAINING

01/06/2018 – 03/05/2021

Bachelor of Business Administration (B.B.A)

Department: Finance

ELK GROVE UNIVERSITY, Ceske Budejovice, Czechia.

13/07/2016 – 18/08/2017

Othm Level-3 Diploma in Business Studies (QCF)

GLOBAL COLLEGE OF ADVANCED STUDIES, Chattogram.

01/11/2014 – 12/11/2015

Diploma in English Language Course

BHUIYAN ACADEMY, Dhaka.

09/04/2012 – 13/08/2014

Higher Secondary Certificate

Group: Business Studies

CHITTAGONG METROPOLITAN COMMERCE COLLEGE, Chattogram.

17/03/2010 – 07/05/2012

Secondary School Certificate

Group: Business Studies

CHITTAGONG GOVT. HIGH SCHOOL, Chattogram.

LANGUAGE SKILLS

Mother tongue(s): **BENGALI** Other
language(s):

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
ENGLISH	B1	C1	B2	B2	B1
AZERBAIJANI	B1	A2	B1	B2	A1
RUSSIAN	B1	B1	B1	B1	A1

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

ADDITIONAL INFORMATION

ORGANISATIONAL SKILLS

Organizational skills

- Productivity
- Teamwork
- Team leadership
- Multitasking
- Implementing strategy

JOB-RELATED SKILLS

Job-related skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Strong organizational and time management skills
- Excellent written and verbal communication skills
- Familiarity with accounting principles and practice