

Rishad Chandra Paul

Village: Kamar Khola,
Post Office: Rammohan Bazar-3510,
Upazilla: Chandina, Dist: Cumilla
Contact: 01518-962249
Email: imrishadpaul@gmail.com



❖ CAREER OBJECTIVES

To begin my career in a professional environment where I can learn new skills, to gain practical experience and improve my abilities, with the team, and contribute to the success of the company.

❖ ACADEMIC QUALIFICATIONS

Bachelor of Social Science (B.S.S)-2023

Comilla Victoria Govt. College
Political Science
CGPA-3.14 (Out of 4)

Higher Secondary Certificate (H.S.C)-2019

Comilla Shikkha Board Govt. Model College
Humanities
GPA 4.67 (Out of 5)

Secondary School Certificate (S.S.C)-2017

Rammohon Tomizia High School
Science
GPA 4.14 (Out of 5)

❖ SKILLS

Language Skills: Bengali, English (Native & Basic Communication)

Microsoft Office Skills: MS Word, MS Excel, MS Power Point

Organizational Skills: Effective Decision Making, Team Support & Coordination, Leadership Potential, Strategic Thinking, Team Management, Leadership, Task Planning, Time Management

❖ EXPERIENCE

Fresher-Seeking opportunities to apply academic knowledge in practical work.

❖ TRAINING

Microsoft Office Application (2023)

Brac Institute of Skill Development, Cumilla.

❖ PARTICIPATIONS AND ACHIEVEMENTS

- Participated in academic seminars, workshops, and group presentations during Honours in Political Science.
- Completed multiple research-based assignments, group projects, and presentations as part of university coursework.
- Prepared academic reports, presentations, and data sheets using MS Word, Excel, and Power Point.
- Successfully completed academic projects within deadlines with effective team coordination.
- Recognized as a quick learner with strong dedication, discipline, responsibility, and a positive work attitude.
- Completed short-term/self-learning training on MS Word, Excel, and PowerPoint.
- Actively participated in co-curricular, team-based, and academic activities.
- Volunteered in social, cultural, and educational programs; assisted in organizing events and supporting team members to ensure smooth execution.
- Member of the College Blood Donor Society (Badhan).
- Actively participated in social and community initiatives as a member of the Red Crescent Society at Comilla Victoria Government College, contributing to event organization, team activities, and community service.

❖ PERSONAL DETAILS:

Name : Rishad Chandra Paul
Father's Name : Nikhil Chandra Paul
Mother's Name : Lakshmi Rani Paul
Permanent Address : Vill: Kamar Khola, P.O: Rammohan Bazar-3510,
Thana: Chandina, District: Cumilla.
Mailing Address : Nakhalpara, Tejgaon, Dhaka.
Nationality : Bangladeshi
Gender : Male
Height : 5.4''
Religion : Hindu
Marital Status : Single
Date of Birth : 22 March, 2000
Blood Group : B(+ve)

❖ REFEREES

Dr. Md. Razibul Islam Lecturer Gopalganj Science & Technology University Dept. of History Mobile No: 01722-972829 Email: razibcsbmc@gmail.com	Engr. Shishir Chandra Paul Deputy General Manager Dhaka Handicrafts Cell: 01745-385178 Email: shishir@dhakahandicrafts.com
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Rishad
Signature