

CURRICULUM VITAE OF KONGKON RANI DATTA



Contract Address:

26/4, Peridas Road,
Bangla Bazar, Dhaka-1100.
Mobile No: 01932892802
E-mail: kongkon2592@gmail.com

Objective	To build up career in an organization that demands dynamism, innovative and high level of tenacity through enthusiasm, hard work, ethics, sincerity and brilliance. Moreover, serve for the welfare of the society, business, and the economy through the assigned duty.
Educational qualification	Bachelor of Education (B.Ed) University : National University Institute : Govt. Teacher's Training College, Dhaka Subject : Education Passing Year : 2023 Result : 2.70 (out of 4.00)
	Master of Business Administration (M.B.A) University : Dhaka University Institution : Eden Mohila College, Dhaka Subject : Marketing Passing Year : 2016 Result : 2.81 (out of 4.00)
	Bachelor of Business Administration (B.B.A Hon's) University : National University Institution : Dhaka Mohanagar Mohila College Subject : Marketing Year of Passing : 2014 Result : 2.77 (out of 4.00)
	Higher Secondary Certificate (H.S.C) Board : Dhaka Institution : Dhaka Mohangar Mohila College Group : Business Studies Year of passing : 2010 Result : 2.20
	Secondary School Certificate (S.S.C) Board : Dhaka Institution : K.L. Jubilee School & College Group : Business Studies Year of passing : 2008 Result : 2.94

Experience	1. I have worked as a “Sales Executive” in Aarong 1st June, 2015 To 30th April, 2016. 2. I have worked as a “Executive Officer” in Persona Hair & Beauty from 7th August, 2018 To 31st December 2020. 2. I have been working as a “PABX (Customer Service)” in Popular Diagnostic Centre, English Road Branch, Dhaka from 1st February, 2021 To till now.	
Computer Skill	Computer Fundamentals. such as- Ms word, Excel, Power point, Access, Internet browsing, typing both Bangla & English.	
Language proficiency	Reading, Writing, Speaking in English and Bengali.	
Interest	Reading Newspaper and magazines, watching movies, playing sports, traveling and browsing internet.	
Personal Information	Name : Kongkon Rani Datta Father's name : Basudeb Datta Mother's name : Monju Datta Date of birth: : 25th January, 1992 Sex : Female Marital status : Married Nationality : Bangladeshi (by birth) Religion : Hinduism Height : 5 Feet 3 Inch Present Address : 26/4, Peridas Road, Bangla Bazar, Dhaka-1100. Permanent Address : 26/4, Peridas Road, Bangla Bazar, Dhaka-1100.	
Reference	Shampa Chakraborty Deputy Director Bangladesh Bank Head Office, Motijheel, Dhaka. Cell: 01718438903	Sabita Paul Accountant (Finance & Budget) Dhaka Metropolitan Police DMP Headquarter, Ramna, Dhaka-1000. Cell: 01912541967
Signature & date	 Kongkon Rani Datta	