

NARGIS PRAMANIK

BMDC Number: D 12350

Present Address: Munshipara, Saidpur, Nilphamari

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OBJECTIVE: Seeking a dynamic and entry-level position where I can apply my academic knowledge, develop new skills, and contribute effectively to a forward-thinking organization.

CAREER SUMMARY: Dedicated healthcare professional with a Bachelor of Science (**Honors**) in Public Health & Nutrition from Primeasia University and practical experience in clinical services, community health, maternal and child healthcare, and emergency patient management. Skilled in primary healthcare, patient counseling, ECG examination, pharmacy operations, medicine dispensing, health education, and community outreach. Experienced in implementing maternal and child health programs, promoting antenatal care and nutrition, and maintaining accurate medical documentation. Strong communication, teamwork, and problem-solving abilities with a commitment to delivering quality healthcare services and improving community health outcomes.

EMPLOYEMENT SUAMMARY

1. Position: Officer Client Support (4th March, 2025 to 2nd May 2026)

Organization: SMC Diagnostic & Consultation Centre.

Location: Darussalam Tower, Mirpur Road, Dhaka

Duties:

- Provide primary health care to the respective patients.
- ECG examine & assist in Echo.
- Also assist in I-Plant, IUD.
- Worked in Smc Model Pharmacy.
- Perform in medicine distribution towards client and also managed documental records in software.

2. Position: Paramedic (14th September, 2024 to 28th February, 2025)

Organization: Sachetan Society Ngo (Funded by Social Marketing Company, SMC)

Location: Domar, Nilphamari

Duties:

- Prepare monthly work plans and submit them to the relevant supervisor.
- Ensure that pregnant mothers receive regular ANC check-ups/fetal care services four times during pregnancy.
- BCC materials within the community to ensure services for pregnant mothers.

- Ensure the consumption of Fullcare and iron-folic acid by pregnant mothers through counseling.
- Organize mother meetings for pregnant mothers, MWRA, and caregivers at designated locations.
- Communicate and advocate with targeted community groups to ensure easy access to SMC health materials (especially fullcare, iron-folic acid).

3. Position: Medical Assistant (2nd April, 2017 to 30th October, 2019)

Organization: Pran-RFL Group

Location: Ghorashal, Narshingdi.

Experience:

- Proficient in emergency patient management
- offering primary treatment to the injured
- Experienced in conducting training sessions on the proper use of first aid boxes

EDUCATIONAL QUALIFICATIONS:

Institute	Degree Name	Subject / Major	Result	Passing Year
Primeasia University, Banani, Dhaka	Bsc Honours	Public Health & Nutrition	3.95 out of 4	2024
MATS, Tangail	Diploma in Medical Faculty	Medical Assistant	Passed	2015
Sunflower School & college, Saidpur, Nilphamari	SSC	Science	4.81 out of 5	2011

TRAINING SUMMARY:

Training Title	Topic	Institute	Year
Child Nutrition Course Duration: 1 Month	Nutritional assessment and requirements in the different periods of childhood, Nutrition during pregnancy and lactation period and its impact on the new-born, Breastfeeding, Prevention of childhood nutritional diseases, objectives and guidelines.	Bangladesh Academy of Dietetics & Nutrition - BADN	2024

Maternal and child health service at community level. Duration: 3 days	Equipped healthcare workers with skills to provide essential maternal and child health services, including antenatal and postnatal care, immunization, nutrition counseling, and early childhood development, while engaging the community for optimal service access.	Social Marketing Company (SMC)	2024
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SKILLS:

- Practical experience in primary healthcare, patient counseling, ECG examination, and emergency patient management.
- Skilled in antenatal care (ANC) promotion, nutrition counseling, and health education.
- Experienced in medicine dispensing, pharmacy operations, and healthcare documentation.
- Proficient in data collection, record keeping, and report preparation.
- Strong communication, interpersonal, and community mobilization skills.
- Proficient in MS Word, MS Excel, and MS PowerPoint.

PERSONAL DETAILS

Fathers Name: Md. Abdur Razzak Pramanik

Mothers Name: Moslema Pramanik

Date of birth: 13th August, 1996

Gender: Female

Marital status: Married

Nationality: By birth Bangladeshi

Permanent Address: Village: Munshipara, Post office: Saidpur, Zilla: Nilphamari

REFERENCES:

Name	Dr. Farzana Sultana Bari	Dr. Abdus Salam Mondol
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