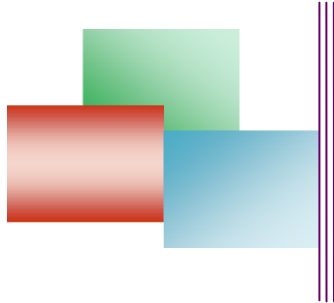




Mailing Address:

C/O: Md. Ziaul Hoque
Vill: Kopalhor,
P.O: Kalenga Bazar-2290, P.S: Nandail,
Dist: Mymensingh.
Cell No: 01736-769799
E-Mail: ahamedtanvir2022@gmail.com

My Name:
Tanvir Ahmed

CAREER OBJECTIVE

I have a vision to see myself in a highly efficient administrative position of a dynamic organization where I can utilize my learning, interpersonal skill, analytical ability and adaptability for further development.

ACADEMIC QUALIFICATIONS

Secondary School Certificate (S.S.C)

Institution	:	Imam Hossain High School
Board	:	Dhaka Board
Group	:	Business Studies
Year	:	2015
Result	:	GPA- 3.44 (Out of 5.00)

Higher Secondary Certificate (H.S.C)

Institution	:	Khurram Khan Chowdhury Degree College
Board	:	Dhaka Board
Group	:	Business Studies
Year	:	2017
Result	:	GPA- 3.33 (Out of 5.00)

Bachelor of Business Administration (B.B.A Hon's)

Institution	:	Wali Newaz Khan College
Board	:	National University
Department	:	Finance & Banking
Year	:	2021
Result	:	GPA- 3.27 (Out of 4.00)

Master of Business Administration (M.B.A)

Institution	:	Tejgaon College
Board	:	National University
Group	:	Finance & Banking
Year	:	2022
Result	:	GPA- 3.38 (Out of 4.00)

COMPUTER SKILL

- ✓ Completed 6 months Computer Office Application Course from Kishoreganj Technical Training Center under Manpower and Training Bureau.
- ✕ Computer Office Program: MS.Word, MS. Excel, MS. Power Point.
- ✕ Internet, Browsing, Photoshop.

LANGUAGE PROFICIENCY

- 📖 Excellent verbal & written communication in mother tongue (Bangla).
- 📖 Good verbal & written communication in English language.

SKILLS & ABILITIES

- 🔗 Critical Thinking, Decision making, Problem solving skills.
- 🔗 Planning & organizing abilities.
- 🔗 Creative, insite full & innovative, Emotional intelligence.
- 🔗 Honest, Sincere and punctual in work.
- 🔗 Time Management in work.

EXPERIENCE

- 🔗 Experienced in 6th and 1st Digital Census and House hold Census of Bangladesh 2022.
- 🔗 Have experience in computer work in Union Parishad.

INTERESTS

- 🔗 Reading, Writing, Magazine and Book.

PERSONAL DETAILS

- ✕ Certificate Name : Tanvir Ahmed
- ✕ Father's Name : Md. Ziaul Hoque
- ✕ Mother's Name : Laili Akter
- ✕ Permanent Address: Vill: Kopalhor, P.O: Kalenga Bazar-2290
P.S: Nandail, Dist: Mymensingh.
- ✕ Date of Birth : 11-04-2000
- ✕ Nationality : Bangladeshi (By birth)
- ✕ Nid No : 6912424949
- ✕ Religion : Islam
- ✕ Sex : Male
- ✕ Blood Group : B⁺
- ✕ Marital Status : Married

DECLARATION

I, the undersigned do here by state that to the base of my knowledge and belief, the above mentioned data correctly described my qualification and me.

Tanvir Ahmed

.....
(Tanvir Ahmed)

Date: