



ROBIN SHEIKH

Golabaria | Muksudpur | Gopalganj

CONTACT



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Golabaria, Muksudpur, Gopalganj,
Dhaka, Bangladesh

EDUCATION

Bachelor of Honours(National University)
Govt Muksudpur college,(Political Science)
CGPA: 2.88 (Out of 4.00), Year of
Completion :2025

**Higher Secondary certificate(H.S.C)Govt
Muksudpur College**
Dhaka, Humanity GPA-3.42 Out Of 5.00,
(2019)

Secondary School Certificate(S.S.C)
Golabaria High School
Dhaka , Business GPA-3.95 Out Of 5.00,
(2017)

PERSONAL SKILLS

- Like To Take Challenges.
- Understand responsibility and use it sincerely.
- Take effective decision.
- Able to think clearly in difficult situations.
- Problem Solving & team work.
- Time Management

CAREER OBJECTIVE

To Serve an organization efficiently through my education, hard work, honesty, dedication and create competitive advantage for the organization. To find a place where my contribution is recognized and my work-life balance is respected to sculpt my job and define my own career path.

WORK EXPERIENCE

STORE ASSISTANT

*Beximco industrial park, Sarabo, Kasimpur, Gazipur,
February 2022 – February 2025*

- I have been working as a store assistant in Beximco knitting ltd.(BKL)
- BKL Finished Knitted Fabric Delivery Weight Sheet Making
- Stock Management
- Challan Create Finished knitted Fabric
- Fabric Delivery And Bill summary Making
- Receive Challan in stock register & Datatex.
- Prepare the daily delivery Statement
- Daily Labor Monitoring
- Makes the Monthly reject finish fabric report
- Official And Non-Official Any Report Submission.

PERSONAL INFORMATION

- | | |
|------------------|----------------------------|
| • Name | :MD.Robin Sheikh |
| • Father Name | :MD.Farid Sheikh |
| • Mother Name | : Nasima Begum |
| • Date Of Birth | : 30 September 2000 |
| • Phone/Mob | : 01617-094046 |
| • Email | : robinsheikh344@gmail.com |
| • Marital Status | : Married |
| • Religion | : Islam |
| • Blood Group | : A+ |
| • Height | : 5.8 |
| • Weight | : 68 (KG) |
| • Nationality | : Bangladeshi by Birth |

COMPUTER SKILLS

- Operating Systems:
 - Windows All Versions
- Application Software:
 - MS Word
 - MS Excel
 - PowerPoint
 - Datatex
- Other Working Skills:
 - Internet Browsing
 - Data Entry
- Data Analysis:
 - Excel
 - Tableau

INTERESTS

- Photography
- Traveling in Unknown Places and Historical Sights.
- Reading Classics and Detective Novels.
- Playing Cricket Specially
- Community Service

LANGUAGES

- Bangla Mother Tongue Having Excellent spoken & Written Skill.
- English 2nd Language Having Good Command Over Spoken & Written English.

WHAT MAKES ME DIFFERENT

- Self-motivated, intelligent, diligent and ready to go the extra leg to achieve the targets. I have set for my self..
- Capable of working within a team cordially & take challenges.
- Concrete confidence and analytical ability.
- Good interpersonal communication skill.
- Leadership to do some creative things.

ACKNOWLEDGEMENT

•I have confident that I am able to do hard work with my relibiality . If I get this opportunity in your organization then I could achieve the requirement.

REFERENCES

Md: HemayetMollik
Manager
BKL STORE
BeximcoKniting Ltd
Phone: 01678086994
Email: hemayet@mail.beximtex.com