

Md. Tanvir Hossain

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✓ Objective

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

✓ Experience

- **M.J Express** 14.03.2024 - 29.05.2025
HR Executive
Worked for 1 year in the management of the business. The task performed are:
 - Maintaining HR databases, Preparing HR documents, CV sorting
 - Support the recruitment process, HR events, training sessions

✓ Education

- **Atish Dipankar University of Science & Technology** 2025
Masters of Business Administration (MBA)
Major : SCM, GPA - 3.78 (4.00)
- **Shanto-Mariam University of Creative Technology** 2024
Bachelor of Business Administration (BBA)
Major : HRM, GPA - 3.60 (4.00)
- **Dhaka Megacity College** 2017
Higher Secondary Certificate (HSC)
Group : Science, GPA - 4.00 (5.00)
- **Cambrian College** 2015
Secondary School Certificate (SSC)
Group : Science, GPA - 4.00 (5.00)

✓ Skills

- Microsoft office suite, English communication, Internet browsing

✓ Personal Details

- Date of Birth : 12/08/1999
- Marital Status : Unmarried
- Nationality : Bangladeshi
- Religion : Islam
- Gender : Male
- Place : Dhaka
- Father's Name : Md. Tomiz Uddin Sharker
- Mother's Name : Maksuda Begum

✓ Reference

- **Md. Abdul Baten - Master Air Express Co., Ltd.**
Assistant Manager, Sales & Marketing
abdulbaten@maexp.com
01898773904
- **Md. Shajel Ali - Biman Bangladesh Airlines Ltd.**
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