

Curriculum Vitae Of Sarmin Akter

Mobile: 01813-274941, 01897-906270

Email Id:



OBJECTIVES:

Highly motivated individual and I strongly believe in myself seeking a specialist position that would allow me to develop my skill, while contributing organization goals where I can demonstrate my technical, business & other skills and contribute to the company or organization.

EDUCATIONAL BACKGROUND:

Bachelor of Social Science (B.S.S) Pass

Institute Name : Noakhali Govt. College
Group : Humanities
Result : 3.06 (Out of 4.00)
University : National University
Passing Year : 2022

Diploma in Medical Assistant

Institute : Impulse Medical Assistant Training School, Noakhali
Result : Passed
Board : Diploma in Medical Faculty
Passing Year : 2022

Higher Secondary Certificate (H.S.C)

Institute Name : Jalal Uddin Degree College
Group : Science
Result : 4.08 (Out of 5.00)
Board : Comilla Education Board
Passing Year : 2019

Secondary School Certificate (S.S.C)

Institute Name : Eklashpur High School
Group : Science
Result : 3.91 (Out of 5.00)
Board : Comilla Education Board
Passing Year : 2017

COMPUTER EXPERIENCE:

Computer Fundamental (MS Word, MS Excel, MS PowerPoint, Internet Browsing).

LANGUAGE PROFICIENCY:

Well Capable of communicating with people in Bangla.

Have good communicating skill in English.

KEY APTITUDES & SKILLS:

- Self-motivation and drive.
- Be able to work under pressure and handle challenging situations.
- A confident and determined approach.
- Excellent Communication skills.

Training Skills:

One year Internship Completion:

I have successfully completed a one-year internship program from 2nd May 2024 to 20th May 2025. Throughout this period, I have gained valuable hands-on experience and practical knowledge in my respective field, which

PERSONAL INFORMATION:

Applicant's Name	:	Sarmin Akter
Father's Name	:	Late. Amin Ullah
Mother's Name	:	Amena Begum
Permanent Address	:	Oli Ullah Shwodagor Bari, Vill: Anantapur, P.O: Noakhali Old College- 3801, P.S: Begumgonj, Dist: Noakhali.
Present Address	:	Oli Ullah Shwodagor Bari, Vill: Anantapur, P.O: Noakhali Old College- 3801, P.S: Begumgonj, Dist: Noakhali.
Date of birth	:	01/12/2000
Religion	:	Islam
NID Card no	:	3761338874
Gender	:	Female
Marital Status	:	Married
Nationality	:	Bangladeshi (by birth)
Home District	:	Noakhali.
Blood Group	:	B+
Height	:	5'.5"

CERTIFICATION:

I hereby certify that all the information above is true in best of my knowledge & sense and supported by legal documents.

Sarmin Akter