

CURRICULUMVITAE OF UMMA HABIBA KHATUN



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ummehabibakhatun533@gmail.com

Career Objectives

Aiming to establish my career in a reputed organization, where the opportunity to learn and get practical experience will be available for professional career development through sincerity, creativity, skill and performance.

Educational Qualification:

❖ Fazil :-

- Name of the Institute : Shahbajar A.H Fazil Madrasha, Kurigram.
- University : Islamic University.
- Department : Bachelor of Theology and Islamic Studies.
- Passing year : 2015.
- C.G.P.A : 3.33.

❖ Alim :-

- Name of the Institute : Shahbajar A.H Fazil Madrasha, Kurigram.
- Board : Madrasah.
- Group : Science.
- Passing year : 2012.
- G.P.A : 4.58.

❖ Dakhil :-

- Name of the Institute : Naodanga D.S Dakhil Madrasah. Kurigram.
- Board : Madrasah.
- Group : Science.
- Passing year : 2010.
- G.P.A : 5.00 (out of 5.00)

Achievements:

- Strong communication and interpersonal skills.
- Good analytical and problem solving skills.

Computer Liability:

Working Operating System, Microsoft-Office, Adobe Photoshop, Internet Browsing, E-mail ,Typing skill in both Bangla and English, Also have sound knowledge in Computer networking with various operating system Capability on Hardware and Software Troubleshooting etc.

Experience :

- Work experience as Field Supervisor at TMSS NGO from 23/01/2022 to 23/01/2024.

Language Skills:

- Bengali (Excellent).
- English(Medium).

Relevant Skills:

- Capable of working in a team as well as independently.
- Comfortable with working long hours in the site as well as an organization.
- Fluent in speaking, writing & listening in both English and Bengali

Personal Information:

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|------------------|--------------------------|
| ➤ Name | : Umma Habiba Khatun. |
| ➤ Father's Name | : Muhamad Ali. |
| ➤ Mother's Name | : Mst. Halima Begum. |
| ➤ Nationality | : Bangladeshi (by birth) |
| ➤ Religion | : Islam. |
| ➤ Sex | : Female. |
| ➤ Marital Status | : Married. |
| ➤ Date of Birth | : 05/06/1994. |
| ➤ Blood Group | : O+ (positive). |
| ➤ National ID | : 6852373783. |
| ➤ Birth Place | : Kurigram. |

Present Address:

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|------------------|-------------|
| ❖ Village | : Balatari. |
| ❖ Post Office | : Naodanga. |
| ❖ Police Station | : Phulbari. |
| ❖ District | : Kurigram. |

Permanent Address:

- | | |
|------------------|-------------|
| ❖ Village | : Balatari. |
| ❖ Post Office | : Naodanga. |
| ❖ Police Station | : Phulbari. |
| ❖ District | : Kurigram. |

Declaration:

“I do hereby declare and certify that all the information stated above in this curriculum vitae are true and complete to the best of my knowledge and belief”



Date: Signature