

CURRICULUM VITAE

Md. Shabbir Khan

C/O : Md. Shameem Khan

Viil-Raninagar, P.O- Ghoramara,

P.S- Boalia, Rajshahi-6100

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CAREER OBJECTIVE

To obtain an entry level position that offers professional growth and the opportunity to demonstrate my resourcefulness, hard work and initiative to serve in a responsible administrative position at a well-structured organization and successfully apply acquired managerial and interpersonal skills to enhance organizational efficiencies.

ACADEMIC QUALIFICATIONS

Bachelor of Science (B.Sc)

Institution	:	University of Rajshahi
Board	:	University of Rajshahi
Subject	:	Physics
Result	:	2.60 (Out of 4.00)
Years	:	2023

Higher Secondary Certificate (H.S.C)

Institution	:	Rajshahi New Govt. Degree College, Rajshahi.
Board	:	Rajshahi
Group	:	Science
Year	:	2018
Result	:	5.00 (Out of 5.00)

Secondary School Certificate (S.S.C)

Institution	:	Rajshahi Collegiate School, Rajshahi.
Board	:	Rajshahi
Group	:	Science
Year	:	2016
Result	:	5.00 (Out of 5.00)

COMPUTER SKILL

- ✦ Operating System : Windows XP/2003, Microsoft Windows 7 & 8 etc.
- ✦ Computer Office Program: MS. Word, MS. Power Point.
- ✦ Internet, Browsing, Computer Hardware and Software installation.

LANGUAGE PROFICIENCY

Language	Writing	Reading	Speaking	Understanding
➤ Bengali	Excellent	Excellent	Excellent	Excellent
➤ English	Good	Excellent	Good	Excellent

PERSONAL DETAILS

- ✖ Certificate Name : Md. Shabbir Khan
- ✖ Father's Name : Md. Shameem Khan
- ✖ Mother's Name : Khaleda Khatun
- ✖ Permanent Address : Viil- Porabari , P.O- N. Porabari,
P.S- Ghatail, Tangail.
- ✖ Date of Birth : 15th December, 2000
- ✖ Nationality : Bangladeshi (By birth)
- ✖ Home District : Tangail
- ✖ National NID : 4209695081
- ✖ Religion : Islam
- ✖ Gender : Male
- ✖ Blood Group : B+(ve)
- ✖ Marital Status : Unmarried

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.

INTERESTS

- ✖ Reading, Writing, Magazine and Book.

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.

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(Signature)

Date: