

**RESUME
OF
MD. UMAR FARUK SARKER**



Mailing Address: C/O Md. Minaruzzaman Sarker
Hoybotpur, Natore Sador, Natore.
National ID NO: 8255402656
Mobile No: 01723-547106
Email: md7581600@gmail.com

CARRIER OBJECTIVE:

Challenging position that matches with my education & interest & will help to develop technical skills, analytical ability, problem solving skills & human relation skills to achieve the unlimited mission of an organization. Have a desire to work meaningfully through consistency discipline & hard working.

CARRIER SUMMARY:

To ensure a successful condition the working area through my knowledge and skills.

ACADEMIC QUALIFICATION:

Sl.no	Exam title	Passing year	Group	Division/class	Board/university
1	Master of Business Administration(M.B.A)	Appeared	Marketing		National University
2	Bachelor of Business Administration (B.B.A)	2022	Marketing	CGPA- (2.96 out of 4.00)	National University
3	Higher Secondary Certificate(H.S.C)	2017	Business Studies	GPA-(3.42 out of 5.00)	Rajshahi Board
4	Secondary School Certificate (S.S.C)	2015	Business Studies	GPA-(4.22 out of 5.00)	Rajshahi Board

Experience:

Total Job Experience of 2 years.

1. Name of the Organization- Local Government Engineer Department(LGED)
Designation- Computer Operator
Duration: From 01.02.2023 to 01.05.2025 (Agargaoan, Dhaka)
2. Name of the Organization- Organisation for Social Advancement & cultural Activities (OSACA)
Designation- Assistant Manager
Duration: From 03.08.2025 to Still Now (Hoybotpur, Natore)

SELF SPECIALTY

Hard-working, diligent abilities and a good team player
Ability to work independently
Able to manage things on quick reflection
Ability to work under pressure.

ADDITIONAL INFORMATION

Interest : Traveling, Social work, Reading, Music

Research with rural Community about their problem & social needs.

Language Proficiency : Having good command in spoken & written Bangla And English both.

COMPUTER BASIC COURSE

- Completed Course Are Fundamental Computer (TTC.PABNA), Windows, MS Word, MS Excel, MS Access, MS Power Point, Internet, , E-mail etc. and Training of 6 months Computer Course.
- 4 Months Graphics Design Course (TTC.Pabna)

PERSONAL DETAILS

Name : Md. Umar Faruk Sarker

Father's name : Md. Minaruzzaman Sarkar

Mother name : Most. Raushonara Khatun

Date of Birth : 20-10-1999

Place of Birth : Natore.

Nationality : Bangladeshi by birth

National ID No : 8255402656

Religion : Islam

Marital Status : Married

Sex : Male

Height : 5 Feet 11 Inch

Blood Group : AB(+) Positive

Permanent Address: Vill: Kujipukur, Post: Raksha,code: 6620
Thana: Lalpur, Upazila: Lalpur,Dist: Natore

Certification

I the undersigned, certify that to the best of my knowledge and belief, these above mention data are true and correctly describe me.

Reference: 01

Name : Md. Shariful Islam
Organization : Senior Project Management Conseltent (General)
Address : Road No.Rabindra sharoni,House no. 07,(Flat#A1),sector:7, Uttara, Dhaka.
Mobile : 01716585437
Relation : Relative.

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Signature