

CURRICULUM VITAE OF

Sumona Akter Akhi

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Career Objectives:

Achieving a dynamic and challenging job where I could use technical and interpersonal skills, creativity and above all my learning experiences in order to develop my career and as well as to contribute in the welfare of the organization.

Strength:

Self-driven, hardworking, organize, motivate, energetic, Perseverance to duties and responsibilities with excellent interpersonal skills, pleasant personality, honesty and enthusiasm, ability.

EDUCATIONAL QUALIFICATION:

Masters of Business Administration (MBA)

Institute : Govt. Sherpur College, Sherpur.
Result : CGPA-2.75 (out of 4.00)
Subject : Management
University : National University
Passing year : 2018

Bachelor Business of Administration (BBA)

Institute : Jahanara Lotif Mohila College, Meladaha, Jamalpur.
Result : CGPA-2.72 (out of 4.00)
Subject : Management
University : National University
Passing year : 2017

Higher Secondary Certificate, (H.S.C)

Institute : Aleya Azam College, Melandaha, Jamalpur.
Result : GPA-3.60 (out of 5.00)
Passing year : 2013
Board : Dhaka
Group : Business Studies

Secondary School Certificate, (S.S.C)

Institute : Tonky Zobaida Jabbar High School
Result : GPA- 3.31 (out of 5.00)
Passing year : 2011
Board : Dhaka
Group : Humanities

Personal Information

Name : **Sumona Akter Akhi**
Father's Name : Shareef Uddin
Mother's Name : Jorina Begum
Date of Birth : 15 April 1996
Nationality : Bangladeshi (By birth)
Sex : Female
Religion : Islam
National ID No : 5974441981
Marital Status : Unmarried
Blood Group : O+

Present Address

Village : Deflapara
Post Office : Kangalkursha
Upazilla : Melandah
District : Jamalpur

Permanent Address

Village : Deflapara
Post Office : Kangalkursha
Upazilla : Melandah
District : Jamalpur

Computer Skill:

- I have successfully completed 06 month's "Computer Basic Course" from the A Project of **World Information Technology Foundation**, Islampur, Jamalpur.
- Office Applications- (Computer Fundamental, MS Word, MS Excel, MS Power Point, Internet Browsing & Email).

LANGUAGE PROFICIENCY

Bengali (Native)

English (Reading & Writing)

I declare that the information have been a supplied by me on this curriculum vita is complete. True and correct in every particular aspect. I acknowledge that the authority may terminate the job if I have misrepresented my past and/ or present circumstances and that this termination may take place at any stage during my candidature.

Date:.....

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Signature