

**Mailing Address:****C/of : Sahnur Molla****Vill: Hatiara****Post: Hatiara****PS: Kashiani****District: Gopalganj****Cell No: 01760-514465****My Name:**
Hafijur Rahman**CAREER OBJECTIVE**

I have a vision to see myself in a highly efficient administrative position of a dynamic organization where I can utility my learning, interpersonal skill, analytical ability and adaptability for further development.

ACADEMIC QUALIFICATIONS**Secondary School Certificate (SSC)**

Institution	:	Hatiara High School
Board	:	Dhaka
Group	:	Humanities
Year	:	2010
Result	:	3.06 (Out of 5)

Higher Secondary Certificate (HSC)

Institution	:	Rajpat College
Board	:	Dhaka
Group	:	Humanities
Year	:	2012
Result	:	3.10 (Out of 5)

Bachelor Of Arts (B.A)

Institution	:	Rajpat College
University	:	National University
Group	:	Humanities
Year	:	2015
Result	:	Second Division

Master's Of Arts (M.A)

Institution	:	Govt. Rajendra College, Faridpur.
University	:	National University
Subject	:	Islamic History & Culture
Year	:	2019
Result	:	2.72 (Out of 4)

PERSONAL DETAILS

* Certificate Name	:	Hafijur Rahman
* Father's Name	:	Sahnur Molla
* Mother's Name	:	Jahira Begum
* Permanent Address	:	Vill: Hatiara , Post: Hatiara PS: Kashiani, District:Gopalganj
* Date of Birth	:	05/10/1993
* Nationality	:	Bangladeshi (By birth)
* Religion	:	Islam
* National Id No	:	5506415511
* Sex	:	Male
* Marital Status	:	Married
* Blood	:	B (+)

LANGUAGE PROFICIENCY

- ☐ Bengali
- ☐ English

Parmanent Addres:

- * Vill: **Hatiara**, Post: Hatiara
PS: Kashiani, District:Gopalganj

COMPUTER SKILL

- * Computer Office Program: MS. Word, MS. Power Point.
- * Internet, Browsing.

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.
- ✎ Have Driving Skills

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.



(Hafijur Rahman)

Date: