

**Mailing Address:****C/O:** Md. Shamim Mia

Village: Naighar

P.O.: Brahmanpara, P.S: Brahmanpara,

Dist: Cumilla.

Cell No: 01408-908951

My Name:**MST. TAHMINA AKHTER****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**Masters:**

Institution	:	Victoria College
University	:	National University
Subject	:	Political Science
Passing Year	:	2022
Result	:	3.13 (out of 4)

Degree (Pass):

Institution	:	Victoria College
University	:	National University
Course	:	B.S.S
Passing Year	:	2017
Result	:	3.10 (out of 4)

Higher Secondary Certificate:

Institution	:	Abdul Matin Khashru Mohila College
Board	:	Cumilla
Group	:	Humanities
Year	:	2010
Result	:	GPA- 3.50 (Out of 5.00)

Secondary School Certificate

Institution	:	Abdur Razzaque Khan Chow. High School
Board	:	Cumilla
Group	:	Humanities
Year	:	2008
Result	:	GPA- 3.75 (Out of 5.00)

COMPUTER SKILL

- ✱ Computer Office Program: MS. Word, MS Excel, MS Access, MS. Power Point.
- ✱ Internet, Browsing.

EXPRIENCE

- ✱ Teacher, Brac School, 4 Years.

PERSONAL DETAILS

- ✱ Certificate Name : Mst. Tahmina Akhter
- ✱ Father's Name : Md. Zainal Abedin
- ✱ Mother's Name : Mst. Nasima Akhter
- ✱ Permanent Address: Vill: Naighar, P.O: Brahmanpara – 3526
P.S: Brahmapara, Dist: Cumilla.
- ✱ Date of Birth : 16th, October, 1992
- ✱ Nationality : Bangladeshi (By birth)
- ✱ Religion : Islam
- ✱ Sex : Female
- ✱ Blood Group : A- (Negative)
- ✱ Marital Status : Married (Spouse Name: Md. Shamim Mia)
- ✱ National ID No : 1450267420

LANGUAGE PROFICIENCY

📖 Bengali, English

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.

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.

(Mst. Tahmina Akhter)

Date: 18/11/2025