



MST MAHMUDA KHATUN

Mobile No: 01764854286

Secondary No: 01794736600

Email: mirmujammel53@gmail.com

Address: Village Ranigaon post Ranigaon upazila Chunarughat district Habiganj, Chunarughat, Habiganj, Sylhet

Career Objective:

I would like to use my field level work experience, counseling skills, and social awareness to enhance my professional skills and contribute to social development by working for a reputable development organization. My goal is to,

Personal Information Details:

Father's Name : MD MIR HOSSEN
Mother's Name : MST ALEYA BEGUM
Date of Birth : 1991-11-03
Gender : Female
Religion : Islam

National ID Number : 3735698692

Marital Status : Married

Have any disability : No

Present Address

Division : Sylhet
District : Habiganj
Upazilla : Chunarughat
Address : Village Ranigaon post Ranigaon upazila Chunarughat district Habiganj

Permanent Address : Same as present

Preferred location : Sylhet
Flexible For All Over Bangladesh : Yes
Least expected salary : 24200 (BDT)
Looking for : Full Time
Types Of Work Preferred : NGO Micro Finance development
Educational Level : Masters Complete

Area Of Interest:

Category : NGO & Development

Subcategory : Financial

Academic Qualification:

Exam Title	Concentration / Major	Institute	Result	Pas.Year
Master of Social Science (MSS)	Political Science	Maulvibazar Government College Moulvibazar	2.66	2019
Bachelor of Arts (BA)	Bachelor Of Arts	Brindaban Govt College Habiganj	Second Division	2015
HSC	Humanities	GAZIPUR HIGH SCHOOL AND COLLEGE	3.40	2012
SSC	Humanities	Amuroad High School And College	3.06	2010

Certifications:

Certificate name	Organization	Issue date	Expiration date
Certificate in Basic Training on Computer	Institute: Digital Computer Training Centre, No-2 Ahmadabad Union Parishad Complex, Chunarughat, Habiganj Course Content: MS Word, MS Excel, MS PowerPoint, Internet Browsing, Basic Graphics (	1 May, 2015	2015-07-30

Experience:

BRAC NGO (18 May, 2023 - 28 July, 2025)

Department : Microfinance & Community Development

Duties/Responsibilities : Supervise loan disbursement, savings collection and installment collection activities.

Company Location : Bangura Nabinagar Brahmanbaria.

All Skills:

Skill name	Learn from
Field level program implementation and community organization Client and group management Operation of loan and savings programs Data collection and report preparation Communication skills an	Job

Description : Implementing microfinance activities at the field level, forming and managing clients and groups, conducting loan and savings activities, providing financial awareness to members, regularly collecting information and preparing reports, and completing activities according to set targets.

URL : N/A
Tools : 1057, Basic MS Excel
Language : Bangla - English
Writing : Good Reading : Good Speaking : Satisfactory

References:

Md. Ataur Rahman Ujjol

Designation : Senior Teacher

Organization : Government Secondary School Teacher

Phone : 01743424160

Email : ataur.bkgc@gmail.com

Mujammel Hossen

Designation : Business

Organization : Furniture

Phone : 01764854286

Email : mirmujammel4@gmail.com