

RESUME OF RUMA AKTER

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Career Objective

To be acquainted with the corporate environment and for making the successful implementation of my academic knowledge. That will be eventually helpful for me to prove my skill and gather experience.

My Strength

As an energetic and hardworking young man, I would be able to work under pressure and strain. Having capability of inter personal communication and self-decision-making, I am able to successfully meet the crucial challenge of the market.

Academic Achievements

(B.S.S) Bachelor of Social Science

Subject : BSS
Passing Year : 2020
Result : C.G.P.A-2.76 (Out of 4.00)
Institution : Govt. Tongi College
University : National University

(H.S.C) Higher Secondary Certificate

Group : Humanities
Result : G.P.A-3.58 (Out of 5.00)
Passing Year : 2017
Institution : Govt. Tongi College
Board : Dhaka.

(S.S.C) Secondary School Certificate

Group : Humanities
Result : G.P.A-4.33 (Out of 5.00)
Passing year : 2015
Institution : Narayantala Mishion High School.
Board : Sylhet

Language Skill

Good command over speaking & writing both English and Bengali.

Computer Skill

Office application course in 3 months. MS Word, MS Excel, MS Power point, MS Access, Internet Browsing etc.

Interest:

Sports; Traveling, Working in new Environment and befriending people, Listening Music, Reading etc.

**Personal
Information**

Father Name : Mustafa Kamal
Mother's Name : Serina Begum
Date of Birth : 08-03-1998
Nationality : Bangladeshi
Place of Birth : Sunamganj
Religion : Islam
Blood Group : B + (Positive)
Marital Status : Married
Gender : Female
Nid : 1027187184
Height : 4'7"
Weight : 45 KG

Job Experience

Although I am a fresher, I am confident in my ability to learn quickly and perform Any task effectively.

Address

Present Address : Vill: Badekolmeshwar, P.O: National University
P.S: Gacha, Dist. Gazipur.

Permanent Address : Vill: Parbotipur, P.O: Mongolkata
P.S: Sunamganj Sadar, Dist. Sunamganj

Proclamation

do hereby declare that the particulars provided here are true and no Misinformation is given.

Signature

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Ruma Akter

Date: