

**Mailing Address:**

C/O: Shupendranath Sarkar

Vill: Damaipur, Post: Nagar-6630

P.S.: Baraigram

Dist: Natore

Cell No: 01720-697352

E-Mail: sojibsarkar484@gmail.com

My Name:

SOZIB KUMAR SARKAR

CAREER OBJECTIVE

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

ACADEMIC QUALIFICATIONS**Bachelor of Business Administration (B.B.A)**

Institution	:	Shahid bulbul Govt. College, Pabna
Board	:	National University
Group	:	Management
Year	:	2023
Result	:	GPA- 2.45 (Out of 4.00)

Higher Secondary Certificate (H.S.C)

Institution	:	Ishurdi Govt. College, Pabna
Board	:	Rajshahi Board
Group	:	Business Studies
Year	:	2019
Result	:	GPA- 3.58(Out of 5.00)

Secondary School Certificate (S.S.C)

Institution	:	Nagar High School, Natore
Board	:	Rajshahi Board
Group	:	Business Studies
Year	:	2017
Result	:	GPA- 3.86 (Out of 5.00)

COMPUTER SKILL

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

PERSONAL DETAILS

✖ Certificate Name : Sozib Kumar Sarkar
✖ Father's Name : Shupendranath Sarkar
✖ Mother's Name : Susuma Rani
✖ Permanent Address: Vill: Damaipur, P.O: Nagar-6630
P.S: Baraigram, Dist: Natore
✖ Date of Birth : 22 Dec 2000
✖ Nationality : Bangladeshi (By birth)
✖ Religion : Hindu
✖ Sex : Male
✖ Blood Group : A+
✖ Marital Status : Umarried

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.

INTERESTS

🔗 Reading, Writing, Magazine and Book.

DECLARATION

I, the undersigned do hereby state that to the base of my knowledge and belief, the above mentioned data correctly described my qualification and me.

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(Sozib Kumar Sarkar)

Date:

Reference

Utpal Dakua
EIN Number-22357