

Curriculum Vitae Of KHAJA MOIN UDDIN



Contact Info

Khaja Moin Uddin

C/O : Md. Rais Uddin

Purbo Tengri, Kodomtola, Ishwardi, Pabna.

Cell No: +8801739-382617

E-mail: sratul414@gmail.com

CAREER OBJECTIVE

To work in dynamic, challenging, multicultural and disciplined environment where there are opportunities to prove my potentiality, sincerity, creativity and to achieve a position, so that I can utilize my skills as well as flourish and expand my knowledge.

ACADEMIC QUALIFICATION

Secondary School Certificate (S.S.C)

Institute	: Sara Marwari Model School & College, Pabna
Group	: Business Studies
Result	: GPA-4.63 (out of 5)
Year of Passing	: 2013
Board	: Rajshahi

Higher Secondary Certificate (H.S.C):

Institute	: Dashurdia Degree College, Pabna
Group	: Business Studies
Result	: GPA-3.50 (out of 5)
Year of Passing	: 2015
Board	: Rajshahi

Bachelor Of Business Administration (B.B.A) :

Institute	: Ishwardi Govt. College, Pabna
Subject	: Accounting
Result	: 2.63 (out of 4)
Year of Passing	: 2020
University	: National University

COMPUTER SKILLS

- Computer Office Application Course in 6 Months.

Expert: Microsoft Office, Microsoft Excel, Microsoft Power Point, Adobe Photoshop,
E- mail, Internet Browsing.

LANGUAGE PROFICIENCY

- Good command in Reading, Writing in English Language.

- Well communication skill both in English & Bangla.

HOBBIES & INTERESTS

- Playing Cricket, Reading, Traveling, Listening Music, Watching Television, Watching movie, Short Story etc.

PERSONAL QUALITIES

- Quick learner.
- Power to motivate others.
- Able to work under pressure.
- Have a good inter-personal communication skill.
- Analytical ability.
- Multitasking & able to keep confidentialities.
- Excellent time management skills.

PERSONAL PROFILE

Name : Khaja Moin Uddin
Father's Name : Md. Rais Uddin
Mother's Name : Mst. Manowara Begum
Date of Birth : 18 Dec 1997
Religion : Islam
Sex : Male
Marital Status : Unmarried
Nationality : Bangladeshi (by Birth)
National ID No : **3303722833**

Permanent Address : Vill: Purbo Tengri, Kodomtola, P.O: Ishwardi.
Upazila: Ishwardi, Dist.Pabna.

Present Address : Vill: Purbo Tengri, Kodomtola, P.O: Ishwardi.
Upazila: Ishwardi, Dist.Pabna.

PERSONAL QUALITIES

I hereby declare that the information provided in this CV is strictly maintained to the best of my memory.

Signature. _____
Khaja Moin Uddin
Date: