

Resume of

Aruna Rani Das

House#- 18 , Annandanagar,
Darus Salam, Mirpur-01, Dhaka-1216.
Mobile: 01309315584/01689732888
Email: arunaranidas422@gmail.com



OBJECTIVE:

To work in an organization, which offers a competitive, and performance based environment and nourish the talents and explores inherent abilities for the development of the organization.

EDUCATIONAL QUALIFICATIONS:

Bachelor of Business Studies (BBS- 2014)
Result : Second Division.
Dept. of Management
Eden Mohila College, Dhaka
National University, Bangladesh

H.S.C. (Business Studies, 2011)
GPA – 2.60
Agrani School and College, Dhaka.
Dhaka Board.

S.S.C. (Business Studies, 2009)
GPA – 3.06
Saleha Uchcha Madhyamik Bidyalaya, Dhaka.
Dhaka Board.

COMPUTER SKILLS:

Efficient in computer literacy systems, MS Word, MS Excel, MS PowerPoint, Networking, Internet Browsing and Email.

**Working
Experience :**

- (a) Worked as Account person in Dalit Nari Forum for 2.5 year from January, 2019 to July, 2021.

**Training Receive
International:**

- (a) Regional Training on Understanding Budgets policy and advocacy organization By Feminist Dalit organization (FEDO, un Women, ADRF, 5 days Nepal.

**Training Receive
National:**

- (a) Intern Dalit CSP Project of Nagorik Uddyog (6 month).
(b) Data Collection of Research on socio Economic of Dalit.
(c) Attend defferent workshop,Seminer, awareness meeting and advocacy work from 2009-2018.
(d) Dalit Human Right Defenders Training, Nagorik uddyog.6 day(17-22 june-2013, NGO Forum.
(e) Follow up Training on Dalit Human Rights Defenders Training, Nagorik uddyog. 4 day(27-30) September -2013, NGO Forum.
(f) Dalit Human Right Defenders Training, Nagorik uddyog.4 day(8-11) August -2014, Base Training Center,Naraongong.

**PERSONAL
I NFORMATION:**

Name : Aruna Rani Das
Father's Name : Shibchoron Das
Mother's Name : Chompa Rani Das
Date Of Birth : 10th September, 1992
Nationality : Bangladeshi (By Birth)
Contact No. : 01309315584/01689732888
Mailing Address : 6/19,Gonoktuli City Colony,P.O New market,
Hazaribag,
Dhaka- 1205, Bangladesh.

DECLARATION:

I declare that all the information mentioned here is true to my knowledge. If required and where applicable, these documents can be supported by authenticated certificates.

(Aruna Rani Das)



January 08, 2018

To Whom It May Concern

This is to certify that Aruna Rani Das daughter of Shib Charan Rabi Das and Champa Rani Das, House # 6/19, Vangi Colony, BGB 1 No, New Market, Hazaribagh, Dhaka has been involved with Nagorik Uddyog, Dhaka as **Volunteer** from November 10, 2008 to till date. During this period, she provided support in organizing training and advocacy event on human rights issues of disadvantaged community.

She is sincere and honest. To the best of my knowledge she did not take part in any activity subversive to the state and of discipline.

I wish her every success in life.



Sardar Zahidul Islam
Manager (Finance & Admin)
Nagorik Uddyog

Nagorik Uddyog (Citizen's Initiative) promotes human rights and good governance with a particular focus on local governance. It is committed to democratizing the conventional system of mediation, so as to establish social and gender justice. Nagorik Uddyog also provides legal aid for disadvantaged groups.

CERTIFICATE

Aruna Rani Das

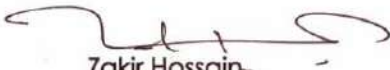
has successfully completed

DALIT HUMAN RIGHTS DEFENDER'S TRAINING

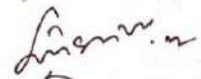
organized by Nagorik Uddyog and BDERM

held at NGO Forum Training Hall, Lalmatia, Dhaka.

Date : 17 to 22 June 2013



Zakir Hossain
Chief Executive, Nagorik Uddyog



Mukul Ranjan Shikder
Chairperson, BDERM

January 7, 2016

To Whom It May Concern

This is to certify that Aruna Rani Das, daughter of Shib Charan Robi Das and Champa Rani Das, 6/19 Gonoktuli City Colony, Dhaka-1205 worked as '**Intern**' in Nagorik Uddyog from June 2013 to December 2013 under the project title 'Civil Society Joint Action Programme to Promote Dalit Human Rights in Bangladesh'.

She is sincere and honest. To the best of my knowledge she did not take part in any activity subversive to the state and of discipline.

I wish her every success in life.



Sardar Zahidul Islam
Manager (Finance and Admin.)
Nagorik Uddyog

Nagorik Uddyog (Citizen's Initiative) promotes human rights and good governance with a particular focus on local governance. It is committed to democratizing the conventional system of mediation, so as to establish social and gender justice. Nagorik Uddyog also provides legal aid for disadvantaged groups.



কাউন্সিলর কার্যালয়

২২নং ওয়ার্ড

ঢাকা দক্ষিণ সিটি কর্পোরেশন

যাহার জন্য প্রয়োজ্য

ঃ চাক্ষুশঃ - জনঃ

নং-1590

৪৬.২০৭.০১৮.২৩.০১.-----২০২ /২২



প্রত্যয়ন করা যাইতেছে যে,.....অফিসার হানী - দাস.....
পিতা/স্বামী.....কির - চন্দ - হানী - দাস.....
মাতা.....চন্দা - হানী - দাস.....
বর্তমান / স্থায়ী ঠিকানা.....৫/২১, - হাঃ সী - কলোনি.....

ডাকঘর- নিউমার্কেট / জিগার্টা, থানা-হাজারীবাগ, জেলা-ঢাকা ১২০.৫
জাতীয় পরিচয় / জন্ম সনদ/পত্র নং৪৬০ ২১৮ ৭৭৬০.....

অত্র এলাকার বাসিন্দা এবং জন্ম সূত্রে বাংলাদেশের নাগরিক। তাহার নৈতিক চরিত্র ভাল। আমার
জানা মতে সে সমাজ বা রাষ্ট্র বিরোধী কোন কার্যকলাপে জড়িত নাই।

আমি তাহার সার্বিক উন্নতি ও উজ্জ্বল ভবিষ্যত কামনা করি।

জিন্নাত আলী

কাউন্সিলর

২২নং ওয়ার্ড

ঢাকা দক্ষিণ সিটি কর্পোরেশন

প্রদানের তারিখ: ১৭/০৫/২০২১খ্রি.

জিন্নাত আলী

কাউন্সিলর, ২২নং ওয়ার্ড

ঢাকা দক্ষিণ সিটি কর্পোরেশন, ঢাকা



Asia Dalit Rights Forum

Certificate of Completion

awarded to

Ms. Aruna Rani Das

Dalit Women - Our Budget Our Rights

Regional Training on Understanding Budgets, Policy & Advocacy :

Bangladesh, India, Nepal, Pakistan & Sri Lanka

17th - 21st Jan. 2018

Kathmandu, Nepal

N. Paul Divakar
Chairperson ADRF

August 02, 2021

To Whom It May Concern

This is to certify that Ms. Aruna Rani Das, daughter of Shib Choron Das and Chompa Rani Das, 6/Ka/19 Gonoktuli City Colony, Hazaribagh, Dhaka was a staff of Dalit Nari Forum from 01 January 2019 to July 31, 2021 as **Programme and Finance Officer** under the project titled 'Protecting and Promoting the Rights of Dalits and Tackling the Poverty and Exclusion of Excluded Groups'. She was responsible for the management of the day to day financial operation, prepare of the financial reports, coordinated with external and internal audit team.

She was sincere and committed to her responsibilities. To the best of my knowledge, she was a hardworking person and attitude is to work in a team is very good.

I wish her every success in life.



Moni Rani Das
General Secretary
Dalit Nari Forum