



**Curriculum vitae
Of
Mst. Mahbuba kaniz**

Cell: 01793-959856

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Present address:

577 West Nakhalpara, Road No 8, Tejgaon, Dhaka-1215

Permanent address:

Vill: Baona-Chakchaka, P.O: Bangla Hili, Upazilla: Hakimpur, Dinajpur

Career Objective

To build up a career in a well-established and environment friendly organization
Where acquired knowledge and expertise can be used effectively and efficiently

Self-Assessment

A self-driven attitude, willingness to learn and a strong presence of mind. Optimistic, confident and benevolent. Energetic, devoted, sincere and hardworking.

Academic Qualification

Name of exam	Group/ sub	Year of passing	Institute	GPA /CGPA
SSC	Humanities	2010	Dugdugihat High School	4.06
HSC	Humanities	2012	Joypurhat Mohila College	3.80
B.A (Hon's)	Bangla	2016	National University	2.80 (CGPA)

Language Proficiency

Confident Enough to Communicate Both in Bengali and English

Language	Listening	Reading	Writing	Speaking
English	Good	Good	Good	Good
Bengali	Excellent	Excellent	Excellent	Very Good

Computer Literacy

1.	Operating system	Windows 7, 8.1 ,10 & 11
2.	Word processing	Microsoft word
3.	Spread sheet analysis	MS Excel,MS Access
4.	Special	Internet Browsing, Photoshop etc.Digital marketing
5.	presentation	Powerpoint

Personal Profile

- 1.Name : Mst.Mahbuba Kaniz
- 2.Father's Name : Md.Abdul Halim
- 3.Mother's Name : Mst.Rafaza Begum
- 4.Date of Birth : 05-05-1994
- 5.Religion : Islam
- 6.Marital Status : married
- 7.Nationality : Bangladeshi
- 8.NID : 6001542833