

CURRICULUM VITAE

of

MST. FARZANA RAHMAN LABONI

Contact:01580855764

E-mail :farzanala44@gmail.com

CARRERE OBJECTIVE:

To obtain a responsible & challenging position, where I can apply my academic knowledge, creativity & experience in to practical field that offers me opportunity for a career in an attractive environment & to be expert one.

EDUCATION QUALIFICATION:

Bachelor of Business Studies(BBS)

Name of Institution	:	Azam Khan Govt. Commerce College
Board	:	National University
Subject	:	Management
Year	:	2020
CGPA	:	2.68 (Out of 4.00)

Higher Secondary Certificate (H.S.C)

Name of Institution	:	Hazi Abdul Malek Islamia College
Group	:	Business Studies
Board	:	Jessore
Passing year	:	2015
CGPA	:	2.70 (Out of 5.00)

Secondary School Certificate (S.S.C)

Name of Institution	:	West Toot Para Secondary School
Group	:	Business Studies
Board	:	Jessore
Passing year	:	2012
CGPA	:	3.31 (Out of 5.00)

COMPUTER SKILLS

- MS Office XP Professional Suite (Word, Excel, Power Point, SPSS).
- Internet Browser & E-mail outlook (2007)& Internet Explorer.

SKILLS & ABILITIES

- Good Communication and problem solving abilities.
- Very quick learner.
- Strong interpersonal and leadership skills.
- Good listener.
- Committed to achieve the organizational goals.

LANGUAGE SKILLS

- Excellent proficiency in Bangla (Mother Tongue).
- Good proficiency in English Language (Both Verbal & Non Verbal).

PERSONAL DETAILS

Fathers Name	:	Md.Masudur Rahman
Mother's Name	:	Mst.Shahida Begum
Date of Birth	:	19,Jun,1996
NID.	:	7352575115
Nationality	:	Bangladeshi (by birth)
Gender	:	Female
Marital Status	:	Married
Religion	:	Islam
Blood Group	:	A+
Present Address	:	13/1, MokterHossenRoad,Labonchora. Shipyards,Khulna
Permanent Address	:	13/1, MokterHossenRoad,Labonchora. Shipyards,Khulna

I hereby declare that the above-mentioned information is correct up to my knowledge and I bear the responsibility for the correctness of the above-mentioned particulars.

Signature :

Date: