

**Mailing Address:**

C/O
Sultan Mahmud
Vill: Beara, Beara Bazar, Jamalpur Sadar
Jamalpur. Cell: 8801405318545

My Name
Razia Sultana

CAREER OBJECTIVE

To get the practical experience in any institution at any location in the world where there is more opportunity to develop my career showing my creativity and applying my academic knowledge.

Academic Qualification**Master of Arts (MA)**

Institution	: Govt. Ashek Mahmud College, Jamalpur.
Board	: National University
Group	: Bangla
Result	: GPA- 2.78 (Out of 4.00)
Passing Year	: 2020

Bachelor of Arts (BA) Honours

Institution	: Govt. Jaheda Shafir Mohila College, Jamalpur.
Board	: National University
Group	: Bangla
Result	: GPA- 2.93 (Out of 4.00)
Passing Year	: 2019

Higher Secondary Certificate (H.S.C)

Institution	: Jaheda Safir Mohila College, Jamalpur.
Board	: Dhaka Board
Group	: Humanities
Result	: GPA- 3.33 (Out of 5.00)
Passing Year	: 2015

Secondary School Certificate (S.S.C)

Institution	: Beara Palashtala High School, Jamalpur.
Board	: Dhaka Board
Group	: Business Studies
Result	: GPA- 3.56 (Out of 5.00)
Passing Year	: 2013

LANGUAGE PROFICIENCY

Bengali (Native)
 English

INTERESTS

- 🔗 Music
- 🔗 Traveling
- 🔗 Reading & Writing

PERSONAL STRENGTH & SKILL

- 🔗 Able to speak fluently and write correctly in English and Bengali.
- 🔗 Honest, Sincere and punctual in work.
- 🔗 Exposed to different computer knowledge.

PERSONAL DETAIL

- 🔗 Name : Razia Sultana
- 🔗 Father's Name : Sultan Mahmud
- 🔗 Mother's Name : Sojoni Begum
- 🔗 Permanent Address : Village: Beara, P.O: Beara Bazar-2000,
P.S: Jamalpur Sadar, District: Jamalpur
- 🔗 Date of Birth : 09/02/1995
- 🔗 Nationality : Bangladeshi by birth
- 🔗 Religion : Islam
- 🔗 Sex : Female
- 🔗 Marital Status : Married
- 🔗 Blood Group : O+ (Positive)

COMPUTER SKILL

Office Course: Ms. Word, Ms. Excel, Ms. Power Point.

DECLARATION

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

রাজিয়া সুলতানা

Razia Sultana
Date: