



MAHBUBUR RAHMAN

MEDICAL ASSISTANT

BMDC REGISTRATION NO : D-24395

ADDRESS : Patrakhola, Kamalganj,
Moulvibazar, Sylhet

Email : khanjuwel985@gmail.com

Nid : 8702162242

Mob : 01738-353523

EDUCATIONAL CARE QUALIFICATION

- Emergency medical & humanities service
- Communication & listening skill
- operation management
- Acute care facility
- Patient care
- Database management
- Patient preparation
- Staff development
- Leadership
- Good at Time work
- Ability to do multi-Tasting

COMPUTER SKILL

Microsoft Word, Excel, Powere point.

LANGUAGE SKILL

Bangla (Fluency in speeking, reading writing and understanding. English (Speaking, Reading, writing and fluency in understandin

PROFESSIONAL SUMMARY

Dedicated and compassionate Medical Assistant with practical experience in emergency medical care, patient support, and hospital administration. Skilled in handling patients, assisting medical teams, and maintaining professional healthcare services in fast-paced environments.

EDUCATION QUALIFACATION:

DIPLOMAIN MEDICAL FACULTY (DMF)

Institution : Medical Assistant Training School Sylhet
Duration : 3 YEAR COURSE
Board : The State Medical Faculty Of Bangladesh
Group : DMF
Year : December,2018
Result : Pass

HIGHER SECONDARY CERTIFICATE (HSC)

Institution : SREEMANGAL GOVT COLLAGE
Group : SCIENCE
Year of Passing : 2014
Result of (GPA) : 3.90

B.S.C (BACHELOR OF SCIENCE)

Institution : MOULVIBAZAR GOVT COLLAGE
Group : SCIENCE
G.P.A : CGPA- 2.66
Board : NATIONAL UNIVERSITY
Year of Passing : 2018

EXPERIENCE

INTERN DOCTOR (DMF)

Name Of Hospital : Adhunik Sadar Hospital, Habiganj
JUNE 15, 2019 – MARCH 03, 2020
DEPARTMENT : Medicine, Surgery, Gynecology & Obstetrics, Pediatrics Emergency

INTERN DOCTOR (DMF)

Name Of Hospital : 50 Bedded Upazila Health Complex, Kamalganj,
August 22, 2020 – November 2020
DEPARTMENT : Indoor, Outdoor, Emergency

EMPLOYMENT HISTORY

MEDICAL ASSISTANT (DMF) : FEB 2022 TO PRESENT
Surma Tea Estate. Madhabpur Habiganj

PROFESSIONAL SKILL

- I provide medical care to **1200 people** at tea garden hospital
- Responding quickly to medical emergency
- Consult with patient
- Provide emergency treatment
- Responding to emergency call