

SHIMA RANI MONDOL

📍 Village- Dhormushi, Post- Ghoserkuthi, Rajbari Sadar, Rajbari

📞 01871711515

✉️ sumonkumarshel00@gmail.com



Career Objective

To secure a long term effective position that demands hard work, innovation, situational leadership and offers opportunities to learn and grow up with the organization.

Academic / Education

Exam Title	Concentration/ Major	Institute	Result	Pas.Year	Duration	Achievement
Bachelor of Business Administration (BBA)	Accounting	NATIONAL UNIVERSITY	2.85 out of 4	2022	04	
HSC	Business Studies	GOVT. SARDA SUNDARI MOHILA COLLEGE	3.92 out of 5	2018	02	
SSC	Business Studies	YASIN INSTITUTE	4.39 out of 5	2016	02	

Training

Training Title	Topic	Institute	Country	Location	Year	Duration
Basic Computer Skill	Microsoft Office Program	TTC, Faridpur	Bangladesh	faridpur	2021	06 months

Career and Application Information

Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution, NGO/Development, Other Special Skilled Jobs

Looking For : Level Job

Present Salary : Tk. 0

Expected Salary : Tk. 0

Preferred District : Anywhere in Bangladesh

Skill

Fields of Skill	Description
• MS Office	• Hardworking as a result I can Work for long time/Hours. • Punctual so I can finish your/my task on time. • I am friendly, which means that everybody will feel comfortable to work me. • Communication skill is well.

Extra Curricular Activities

• Basic skill on MS Word, Ms Excel and Ms Power Point. • Have good knowledge internet using and Mailing.

Language Proficiency

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium

Personal Details

Father's Name : SANJIT KUMAR MONDOL
Mother's Name : SANDHA RANI MONDOL
Date of Birth : 21 Dec, 1999
Gender : Female
Marital Status : Married
Nationality : Bangladeshi
National Id No. : 5554394154
Religion : Hinduism
Blood Group : O+

Reference

Name : Sheikh Abdul Munnaf
Organization : Govt. Rajendra College,
Faridpur
Designation : Department of
Management

Name : Sumon Kumar Shel
Organization : People Oriented Program
Implantation(POPI)
Designation : Field Officer