

Farzana Akter



Mailing Address

Vill: Reserve Bazar, (Sutki Patti),holding no:72, P.O: Rangamati Sadar

P.O: Rangamati sodor-4500, District :Rangmati

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Objectives

To build up a career in an organization that provides excellent career opportunities and challenging goals. In together which allows me to leave signature in socio economic welfare and also allows me to implement and utilize the educational background and knowledge that I possess.

Special Qualification

- Comprising tremendous teaching competence with immense manageability, adaptability and warmth with people.
- Having energized attitude and new innovative idea
- High communication and interpersonal skill in writing and speaking with negotiation capabilities.
- Professional attitude with punctuality, patience and dedication
- Natural team player with business goal orientation.

Academic Profile

Level	: Masters of Business Administration (M.B.A)
Institution	: University of Chittagong
Subject	: Marketing Studies
CGPA	: 3.64(out of 4.00)
Passing Year	: 2016

Level	: Bachelor of Business Administration (B.B.A)
Institution	: University of Chittagong
Subject	: Marketing Studies
CGPA	: 3.61 (out of 4.00)
Passing Year	: 2015

Level	: Higher Secondary Certificate
Institution	: Govt. City College, Chittagong
Group	: Business Studies
G.P.A	: 5.00 (Out of 5.00)
Year of passing	: 2011
Board	: Chittagong

Level	: Secondary School certificate
Institution	: Rangamati Govt. High School
Group	: Business Studies
Year of Passing	: 2009
G.P.A	: 5.00 (Out of 5.00)
Board	: Chittagong

Computer literacy

- Efficient in using Microsoft Office, Basic Hardware
- Internet Applications.

Language Skill

- English: Fluent User(both written and speaking)
- Bengli: Native User.
- German Language: Diploma course in German Language.

Personal abilities:

- Creative and able to imply the new ideas
- Convincing ability with logical mind
- management skill being worked as a team or group leader
- Adapting Ability in any situation.
- Good Sense in Collecting and Writing news
- Sharp Sense of social Responsibility
- Good Communication and Interpersonal Skill.

Extra Curriculum

- Member of Chittagong University Debating Society
- Samsunnaher Hall Debating Society

- Working as Lecturer (Guest) in Islamia University College.

Personal Information:

Name : Farzana Akter
Father Name : Md. Nurul Islam
Mother Name : Fatema Begum
Permanent Address : Vill: Reserve Bazar, (Sukti Patti), P.S: Rangamati Sadar, Dist: Rangamati-3500
Date of Birth : 08-04-1994
Nationality : Bangladeshi (by Birth)
Religion : Islam
Marital Status : Single

Reference:

Name:Mohammed Javed Hossain

Position: professor

Department: Marketing

University of Chittagong

Mob:01817292529

[Mail: javscu24@yahoo.com](mailto:javscu24@yahoo.com)

Name:Dr. Zapan Barua

Position: Associate Professor

Department of Marketing

University of Chittagong

Mob: 01730595359

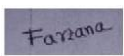
[Mail: baruazapan@yahoo.com](mailto:baruazapan@yahoo.com)

Self Assessment

-Reading Newspapers
- Traveling & watching TV
news - Working as a volunteer

Declaration

I hereby declare that all the above- mentioned facts and information are true to the best of my knowledge. will solely be responsible for any discrepancy found in them.



Signature