

CURRICULUM VITAE OF Sanjoy Bhattacharjee

Career Objective

To secure a challenging position in a dynamic organization where I can utilize my skills and experience to contribute to organizational growth while advancing my professional development. I aim to build a meaningful career in a role that aligns with my expertise and long-term goals.

Education

1. L.L.B (Bachelor of Laws)

Institute : Sylhet Law College, Sylhet
Department : Law
Result : 2nd Class
Passing Year : 2020

2. M.A (Masters of Arts)

Institute : M.C College, Sylhet
Department : History
Result : 3.06 (Out of 4.00)
Passing Year : 2016

3. B.A (Bachelor of Arts)

Institute : Brindaban Govt. College, Habiganj
Department : History
Result : 3.02 (Out of 4.00)
Passing Year : 2015

4. H.S.C (Higher Secondary School Certificate)

Institute : Janab Ali Degree College, Baniachang
Subject : Humanities
Board : Sylhet
Result : 3.20 (Out of 5.00)
Passing Year : 2011

5. S.S.C (Secondary School Certificate)

Institute : L.R Govt. High School, Baniachang
Subject : Humanities
Board : Sylhet
Result : 2.94 (Out of 5.00)
Passing Year : 2009

Job Experience

• Brac

Designation: Community Development Officer
Duration: 5 may, 2024 to 5 October, 2025

Responsibilities:

- Engage communities in development programs and activities.
- Conduct needs assessments and support project implementation.
- Organize trainings and awareness sessions.
- Coordinate with local stakeholders and partners.
- Monitor progress and prepare project reports.

• Botom Hill Place Hotel

Designation: General Manger
Duration: 2016 to 2022

Responsibilities:

- Oversaw daily hotel operations and staff management.
- Ensured high standards of guest service and satisfaction.
- Managed budgeting, financial planning, and cost control.
- Supervised marketing, sales, and promotional activities.
- Maintained quality, safety, and compliance standards.



Contact

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Address

JatukarnaPara, Jatrapasha,
Baniachang, Habiganj,
Bangladesh.

Computer Skills

- Microsoft Office
Programs
 - MS Word
 - MS Excel
 - Ms PowerPoint
- Email
- Typing
- Internet

Language

- Bengali:** Excellent in speaking, reading & writing.
- English:** Good in speaking, reading & writing.

- **BRAC RED**

Designation: Program Supervisor

Duration: 2011 to 2012

Responsibilities:

- Supervised field research and data collection activities.
- Coordinated with field teams to ensure data accuracy and timeliness.
- Monitored project progress and maintained proper documentation.
- Supported researchers in implementing surveys and evaluations.
- Prepared periodic reports and shared findings with the project team.

- **Inter Speed Marketing Solution Ltd**

Designation: Field Supervisor

Duration: 2012 to 2013

Responsibilities:

- Supervised field marketing and promotional activities.
- Managed and guided field staff to achieve campaign targets.
- Ensured proper execution of client marketing plans.
- Collected and reported market data and customer feedback.
- Maintained coordination between field teams and management.

- **BR Grameen Phone**

Designation: Officer

Duration: 6 Month Program

Responsibilities:

- Assisted in implementing communication and customer service initiatives.
- Supported sales and promotional activities in assigned areas.
- Maintained customer records and handled service-related queries.
- Coordinated with team members to meet program objectives.
- Prepared reports on daily operations and performance outcomes.

- **BR, BATB**

Designation: Officer

Duration: 6 Month Program

Responsibilities:

- Supported field marketing and sales operations.
- Assisted in brand promotion and product visibility campaigns.
- Collected market feedback and competitor information.
- Coordinated with distribution teams to ensure smooth operations.
- Prepared and submitted progress and performance reports.

Extra-CurricularActivities

- I am also active in various social welfare activities and cultural programs.
- Good at public relations and possess excellent communication skills.
- Able to work effectively in a team environment; hardworking, honest, reliable, and punctual.
- Capable of collaborating with others with a cooperative and friendly attitude.

Hobbies

- Traveling
- Reading
- Gardening
- Playing Cricket, Football etc.

Attributes

- Self-Starter
- Leadership
- Team Player
- Communication Skill
- Flexibility and Adaptability

PERSONAL INFORMATION

Name : Sanjoy Bhattacharjee
Father's Name : Late Umaprasanna Bhattacharjee
Mother's Name : Sandhya Rani Bhattacharjee
Date of Birth : 01.08.1991
Nationality : Bangladeshi (By Birth)
Present Address : Vill: Jatukarna Para, Post: Jatrapasha,
P.S.: Baniachang, Dist: Habiganj.
Permanent Address : Vill: Jatukarna Para, Post: Jatrapasha,
P.S.: Baniachang, Dist: Habiganj.
Marital Status : Married
Religion : Sanatan
NID No. : 4164087811

Reference

Syeda Rakibunnahar

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• DECLARATION

I, the undersigned declare that, according to my knowledge and belief, this curriculum vitae correctly describes my qualifications and myself.



Signature