

Apu Debnath Alok

Bachelor of Arts (BA)

Phone : +8801765321071

Email : apudebnathalok@gmail.com

Location : Jagannathpur, Sunamgonj.



Career Objective :

A highly motivated Business Studies graduate from National University with exceptional proficiency in English communication. I am eager to leverage my academic knowledge and strong interpersonal skills to secure a challenging position in a professional environment. My goal is to contribute effectively to organizational growth while further developing my expertise in business operations and professional management.

Experience :

Sr. Post, Ramy Cosmetics Company

Sajib Chemical Company Ltd.

- Handled daily posting, dispatch, and documentation of products efficiently.
- Maintained coordination with warehouse and delivery teams to ensure smooth operations.
- Assisted in inventory tracking and record management for stock accuracy.
- Duration: 1 year of experience in operational and logistics support.

Education :

Bachelor of Arts (BA)

Name of University : Natonal University

Passing year : 2022

Result : 2.80 (Out of 4.00)

Higher Secondary Certificate (HSC)

Subject : Business Studies

Board : Sylhet

Passing year : 2018

Result : 3.08(Out of 5.00)

Secondary School Certificate (SSC)

Subject : Science

Board : Sylhet

Passing year : 2016

Result : 4.67(Out of 5.00)

Achievements :

- Strong communication and interpersonal skills.
- Good analytical and problem solving skills.

Computer Skill :

- Working Operating system
- Internet Browning.

Language Skill :

Excellent Communication Capabilities

- Bangla : Reading, Writing, Listening & Speaking
- English : Reading, Writing, Listening & Speaking

Soft Skills :

- Time Management and Strict Punctuality.
- Teamwork and Collaborative Project Execution.
- Smart Task Resolution and Logical Decision Making.
- Adaptable Leadership and Goal-Oriented Performance.

Hobbies :

- Reading
- Helping Others
- Traveling

Personal Information:

Name : Apu Debnath Alok
Father's Name : Bishnupod Debnath
Mother's Name : Shopna Debnath
Date of Birth : 03 April 1999
Religion : Hindu

Marital status : Single
Gender : Male
Nationality : Bangladeshi
NID No : 8714387746

Present & Permanent Address :

Village : Ishakpur
Post office : Bhober bazar
Upazila : Jagannathpur
District : Sunamgonj
Division : Sylhet

Reference :

Uttom Debnath
Assistant teacher govt primary
Number +880 17 8750 4606

Md Azharul Islam
Sales representative -Pran Company
+880 1739-952061

Declaration:

I do here by declare and certify that all the information stated above in this curriculum vitae are true and complete to the best of my knowledge and belief.

Apu Debnath Alok

Date :.....

Signature