

Resume

OF

Md. Mijanur Rahman

Registered Medical Assistant, BMDC Reg. No: D-31988

Mailing Address:

Vill-Aloya, P.O-Tangail-1900, P.S-Tangail Sadar, Dist-Tangail.

Cell: +8801754-685612

G-Mail: smmijan5612@gmail.com



Career Objective:

To work in a responsible position in a well reputed national or multinational organization requiring an environment with the opportunity of self-improvement in both individual and group based work that will ultimately lead to the future development of the organization.

Career Summary:

- I am a punctual, honest, responsible and hard working person.
- I have a good working experience in hospital.
- I have the ability to manage all emergency & outdoor patients.
- I have good counseling ability about all kind of health related problem.

Diploma in Medical Faculty (DMF)

- Institution : Prf. Sohorab Uddin IMT & MATS, Tangail.
- Group : MATS
- Result : Passed
- Year of Passing : Dec- 2021
- Board Name : The State Medical Faculty of Bangladesh

Higher Secondary Certificate (HSC)

- Institution : Palashtoli Mohabidyalaya, Sakhipur.
- Group : Humanities
- Result : 3.50 (out of 5.00)
- Year of Passing : 2021
- Board Name : Dhaka

Secondary School Certificate (SSC)

- Institution : Poyla Dakhil Madrasah.
- Group : Science
- Result : GPA-3.94 (out of 5)
- Year of Passing : 2018
- Board Name : Madrasah

Internship:

Training Title	Major Topic	Institute Name	Location	Duration
Internship	Medicine, Gynecology, Surgery.	250 Bedded General Hospital, Tangail.	Tangail.	09 Months
Internship	Indoor, Outdoor & Emergency.	Upazila Health Complex, Delduar, Tangail.	Delduar, Tangail.	03 Months
Honorary	Gynecology	250 Bedded General Hospital, Tangail.	Tangail.	01 Year

Employment History:

01. Medical Assistant (Jun 02, 2022 to Till Now)

Organization Name : Asia Hospital
Company Location : Tangail
Department : Medical Assistant
(OT Incharge).

Duties/Responsibilities:

- Lead a Medical team in terms of planning, community case management, medication, and educate families on home based management of patients, refer patients to appropriate facilities as necessary
 - Ensured quality triage activities, detecting incoming emergencies, in order to prioritize the provision of medical care to the most severe cases.
 - Provided hands-on care to patients by administering medications, managing intravenous lines, observing and monitoring patients' conditions, maintaining records and communicating with doctors. Direction and supervision to nurse aides.
 - To manage outdoor and indoor patient under consultant.
 - Assist to the medical during OT.
 - Assist government to adopt a surveillance mechanism for tracing suspected COVID patients and support to maintain MIS.
- Bangla : Good communication skill in listening, reading, speaking and writing.
➤ English : Good communication skill in listening, reading, speaking and writing.

COMPUTER LITERACY:

- MS-Office : Word 7, Word-10
➤ Spread sheet Analysis : MS-Excel
➤ Internet : Browsing etc.

EXTRA-CURRICULAR ACTIVITIES:

- Hobby : Health Campaign, Traveling, Graduating & Others

Personal Information

Name : Md. Mijanur Rahman
Father's Name : Md. Abdus Sattar Molla
Mother's Name : Rabeya Khatun
Present Address : Vill: Aloya, P.O: Tangail
P.S: Tangail Sadar, District: Tangail.
Permanent Address : Poyla, Gushuria, Chowhali, Sirajganj.
Date of Birth : 08 Mar 2002
Religion : Islam
Nationality : Bangladeshi
National ID : 6013629107
Marital Status : Married
Gender : Male
Blood Group : O+

Declaration

I hereby, declare that the above information is true and correct to the best of my knowledge.

Date:

Signature

