

Curriculum Vitae

of

Sanjoy Saha

Vill: Uvajani, P.O : Ramdia Nali

Thana : Ghior, Dist: Manikganj

E-mail : rsaha9347@gmail.com

Cell: 01754-431454



Objective

Intended to build up career in a highly potential organization and work in challenging and competitive milieu where higher degree of responsibility, sense of duty, commitment, proper skill, diligence are required to achieve company's goal along with personal growth.

Educational Qualifications

Bachelor of Business Administration (BBA)

Institution : M.A Rouf College, Kouri

Concentrated Area : Accounting

Result : CGPA : 2.55 (Out of 4.00)

Year of passing : 2018

University : National University

Higher Secondary Certificate (H.S.C)

Institution : Jhitka Khawja Rahmat Ali Degree College, Manikganj

Group : Business Studies

Result : GPA : 3.80 (Out of 5.00)

Year of Passing : 2014

Board : Dhaka

Secondary School Certificate (S.S.C)

Institution : Kalta Avoya Charan High School.

Group : Business Studies

Result : GPA : 3.13 (Out of 5.00)

Year of Passing : 2012

Board : Dhaka

Experience

Worked as a Accounts Officer in Proshika Manobik Unnyon Kendra, Tepra Branch, Shibaloya, Manikganj for 03 Years 02 Months.

Computer

Operating system, Ms-Word, Ms-Execl, Power point, and Internet Browsing.

Interpersonal Skill

- Ability to cope up with different situation.
- Very good temperament and like to take challenge.
- Organization and leadership competence.
- Good communication skills and ability to interact well with subordinate.

Language Proficiency

English & Bengali- Excellent Proficiency in reading, writing & speaking.

Personal Profile

Name : Sanjoy Saha
Father's name : Sushanta Kumer Saha
Mother's name : Shila Rani Saha
Permanent address : Vill: Uvajani, Post- Ramdia Nali,
Thana- Ghior, Dist- Manikganj.
Present address : Vill: Uvajani, Post- Ramdia Nali,
Thana- Ghior, Dist- Manikganj.
Date of birth : 15 August 1996
Religion : Hindu
Nationality : Bangladesh (By birth)
Sex : Male
Marital Status : Married
National ID : 6902030730

I hereby declare that all information stated above is correct.

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Sanjoy Saha

Date :