

Curriculum

SUMAN BISWAS



Mailing Address:

C/O: Sagar Biswas

Vill_ Kashadah, Post- Mamudnagar

Upazila- Nagarpur, District- Tangail.

Cell No: +8801797812194

E-Mail: sumanbiswas12194@gmail.com

CAREER OBJECTIVE

I have a vision to see myself in a highly efficient administrative position of a dynamic organization where I can utility my learning, interpersonal skill, analytical ability and adaptability for further development.

ACADEMIC QUALIFICATIONS

Bachelor of Business Administration (Hon's)

University	:	National University
Institution	:	Ghatail Brahmanashon Govt. College
Subject	:	Management
Year	:	2022
Result	:	CGPA-2.77 (Out of 4.00)

Higher Secondary Certificate (H.S.C)

Institution	:	Jadunat Pilot School & College
Board	:	Dhaka Board
Group	:	Business Studies
Year	:	2018
Result	:	GPA- 3.33 (Out of 5.00)

Secondary School Certificate (S.S.C)

Institution	:	Mamud Nagar High School
Board	:	Dhaka Board
Group	:	Business Studies
Year	:	2016
Result	:	GPA- 4.17 (Out of 5.00)

COMPUTER SKILL

- ✖ Computer Office Program: MS. Word, MS. Power Point.
- ✖ Internet, Browsing.

PERSONAL DETAILS

- ✕ Certificate Name : Suman Biswas
- ✕ Father's Name : Sagar Biswas
- ✕ Mother's Name : Padma Biswas
- ✕ Permanent Address : Vill: Kashadah, P.O: Mamudnagar
P.S: Nagarpur, Dist: Tangail.
- ✕ Date of Birth : 11-05-1999
- ✕ Nationality : Bangladeshi (By birth)
- ✕ Religion : Hindu
- ✕ Sex : Male
- ✕ Blood Group : B+
- ✕ Marital Status : Married

LANGUAGE PROFICIENCY

- 📖 Bengali
- 📖 English

SKILLS & ABILITIES

- 🔗 Critical Thinking, Decision making, Problem solving skills.
- 🔗 Planning & organizing abilities.
- 🔗 Creative, insite full & innovative, Emotional intelligence.
- 🔗 Honest, Sincere and punctual in work.
- 🔗 Time Management in work.

INTERESTS

- 🔗 Reading, Writing, Magazine and Book.

REFERENCE

Nayon Sharker
Quality Controller
Hamim Group
Mirzapur, Tangail.
Mobile : 01980-635980

DECLARATION

I, the undersigned do here by state that to the base of my knowledge and belief, the above mentioned data correctly described my qualification and me.

(Suman Biswas)