



Shohanur Rahman Sohan B.B.A

Mailing Address: Vill: Uttar Naribari,
P O: Hat Gurudaspur-6440, P S:
Gurudaspur, Dist: Natore.

CONTACT

INFORMATION



+8801723175473



sohanurretaruhi1597@gmail.com

COMPUTER SKILL

- MICROSOFT WORD
- MICROSOFT EXCEL
- MICROSOFT POWERPOINT
- NETWORKING
- INTERNET
- E-MAILING.

INTEREST

- TRAVELLING
- CRICKET
- READING BOOKS
- YOUTUBE WATCHING
- FACEBOOKING

CAREER OBJECTIVE

"To build a successful career in business administration where I can apply my academic knowledge, analytical skills, and leadership abilities to contribute to organizational growth and develop myself as a competent professional."

EXPERIENCE

Ohi Clinic & Diagnostic Center

(Hospital Related Proprietorship)

Manager

September, 2025 to Till Now.

Key Responsibilities:

- Here are the responsibilities of a Hospital Manager in English:
- Strategic Planning: Develop plans to improve hospital services, patient care, and overall efficiency.
- Staff Management: Recruit, train, supervise, and evaluate doctors, nurses, and administrative staff.
- Patient Care Oversight: Monitor quality of services and ensure patient safety and satisfaction.
- Financial Management: Oversee billing, budgeting, and cost-control measures.
- Communication & Coordination: Maintain effective communication between departments, patients, and external stakeholders.
- Problem Solving: Address operational issues, complaints, and emergencies effectively.
- Technology & Innovation: Introduce modern medical technologies and management systems.

Jonoseba Adhunik Hospital & Diagnostic Center

(Hospital Related Proprietorship)

Marketing Officer

June, 2023 to Aug, 2025.

Key Responsibilities:

- Brand Building & Reputation Management
- Promote the hospital's name, logo, mission, and vision.
- Build a positive image so patients and families trust the hospital.
- Patient Acquisition & Retention
- Develop strategies to attract new patients.
- Maintain relationships with existing patients through follow-ups, feedback, and personalized care.
- Digital Marketing
- Provide online appointment booking, query responses, and health information.
- Community Engagement
- Organize health awareness programs, free medical camps, and blood donation drives.
- Showcase the hospital's contribution to the community.
- Doctor & Service Promotion
- Highlight specialist doctors and advanced medical facilities.
- Market Research & Analysis
- Study competitors' strategies.
- Understand patients' needs, preferences, and satisfaction levels.
- Public Relations (PR)
- Manage press releases, media coverage, and interviews.
- Handle crisis communication and maintain a positive public image.

LANGUAGE SKILL

English: Good Proficiency in English
Speaking, Writing, Reading, Listening

Bangle: Native Language

PERSONAL SKILL

- Leadership
- Good Communication Skill
- Cross Cultural
- Communication Skill
- Management
- Creativity
- Teamwork
- Customer Engagement
- Marketing Creativity

REFERENCES

Md. Kamal Hossain

Assistant Professor
Zindani Degree College
Tarash, Sirajganj.
Cell No: +8801715841545
E-mail: kamalhossain1545@gmail.com

Md. Isahaq Ali

Lecturer
Gurudaspur Mohila Technical and
Business Management College
Gurudaspur, Natore.
Cell No: +8801717906021
E-mail: imonhasan236@gmail.com

Educational Qualification

[2021] :Bachelor in Business Administration (BBA)

National University.
Major in (Management)
Result: CGPA-2.55 (out of 4.00)

[2017] : Higher Secondary Certificate (H.S.C)

Technical Education Board
Chalonbil Technical & Commerce College, Natore.
Accounting
Result: GPA-4.17 (out of 5.00)

[2015] :Secondary School Certificate (S.S.C)

Technical Education Board
Chalonbil Technical & Commerce College, Natore
Food Processing & Preservation
Result: GPA-4.36 (out of 5.00)

Personal Details

- Father's Name: Md. Shofiquel Islam
- Mother's Name: Mst. Shilpi Begum
- Date of Birth: 07 July, 1997
- Nationality: Bangladeshi (By Birth)
- Sex: Male
- Marital Status: Married
- National ID: 1958229500
- Blood Group: AB(+ve)
- Permanent Address: Vill: Uttar Naribari ,
P O: Hat Gurudaspur-6440, P S: Gurudaspur, Dist: Natore.

Declaration

I hereby declare that the above written particulars are true to the best of my knowledge and belief.



Shohanur Rahman Sohan