

Curriculum Vitae
Of
KHADIZ KHATUN
Cell Phone: (+880)1785304650



Career Objective:

Building up a Challenging and rewarding career in an Organization that provides structured career advancement within the extent of competitive and dynamic service environment and face challenging opportunity with sincerity , punctuality, commitment, self- competency and hard work.

Personal Information:

◇ Name : Khadiza Khatun
◇ Father's Name : Hossan Ali
◇ Mother's Name : Farida Begum
◇ Present Address : Vill- Tularampur, Post- Tularampur,
Thana-Narail Sadar, Dist.- Narail.
◇ Permanent Address : Vill- Tularampur, Post- Tularampur,
Thana-Narail Sadar, Dist.- Narail.
◇ Date of Birth : 18st March 1995.
◇ Nationality : Bangladeshi (By birth)
◇ Religion : Islam
◇ Marital Status : Married
◇ Sex : Female
◇ NID : 3765374214
◇ Blood Group : B(+)

Educational Qualification:

Name Of Exam.	Passing Year	Result	Group/Subject	Board/University
B.A (Pass)	2020	2.70 (Out of 4.00)	Humanities	Jashore Board
HSC	2014	3.20 (Out of 5.00)	Humanities	Jashore Board
SSC	2011	2.75 (Out of 5.00)	Humanities	Jashore Board

Computer Skill:

- MS Word
- MS Excel
- Internet Browsing

Experience:

- I have 3 years experience as a **Office Assistant & Accounted** at Arnob Traders Dutch Bangla Agent Banking Outlet, Tulalarampur, Narail.

Self-Appraisal:

- Honest And Punctual.
- Like to take the challenge.
- Friendly and Amiable.
- Sincere

My Confidence:

I am confident that if opportunity is provided to serve your organization, I will prove myself to be an important asset for your organization through my dedication, sincerity and highest level of professionalism.

Certification:

I certify that all information stated in the curriculum vitae is true and complete to the best of my knowledge. I authorize you to verify information provided in the curriculum vitae. I will prove myself to be an important asset for your organization through my dedication sincerely and highest level of professionalism.

Date: 10.05.2026



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(Khadiza Khatun)