

R E S U M E
O F**Julia Kahtun****Contact Information**

Dakhkhin Pathalia ,Jawail,Gopalpur, Tangail

Cell Phone: **01326317340**Email: khatunjulia82@gmail.com**Career Objective**

Looking for hard and challenging work where I will have the scope to utilize my potentiality, adaptability and skill to do something innovate and to doing something where I will be able to enhance my knowledge and creativity in well.

Personal Traits:

- Highly motivated and eager to learn new things.
- Strong motivational and leadership skills .
- Ability to produce best result in pressure situation.
- Excellent communication skills in written and verbal both.
- Ability to work as individual as well as in group.
- Eager to learn new business practices and methodologies.

Academic Details**• Bachelor of Business Administration (BBA)**

- * Institute Name : Ibrahim Khan Govt. College.
- * University : National University
- * Subject : Accounting
- * Passing Year : 2023
- * CGPA : 3.35 (Out of 4.00)

• Higher Secondary School Certificate (H.S.C.)

- * Institute Name : Ibrahim Khan Govt. College.
- * Board : Dhaka
- * Group : Business Studies
- * Passing Year : 2019
- * GPA : 4.58 (Out of 5.00)

• Secondary School Certificate(S.S.C)

- * School Name : **Tapibari High School**
- * Board : Dhaka
- * Group : Business Studies
- * Passing Year : 2017
- * GPA : 4.91 (Out of 5.00)

Computer Course

6 Month Computer Course Complete (Office Application)

Language Proficiency

- English : Medium
- Bengali : Mother tongue. Good.

Personal Details

- Name : **Julia Khatun**
- Father's Name : Zulhas Uddin
- Mother's Name : Shahida Begum
- Date of Birth : 10 March 2001
- Gender : Male
- Marital Status : Married
- Religion : Islam
- Nationality : Bangladeshi
- National Id : 1522671070
- Permanent Address : Vill:-Dakkhin Pathalia, P.O:- Jawail
P.S:- Gopalpur, Dist:-Tangail.

DECLARATION OF AUTHENTICATION

I, **Julia Khatun**, hereby declare and ensure that all the above information presented are true and authentic to the best of my knowledge and belief. If required and where applicable this document can be supported by appropriate authentic papers.

Signature