



RAKIB KHAN

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Baridhara, Vatara, Dhaka-1212

CAREER OBJECTIVE

Motivated and hardworking Management student with strong organizational and interpersonal skills. Seeking an opportunity to apply my academic knowledge, develop professional experience, and contribute to the success of an organization.

EDUCATION

Bachelor of Business Administration (BBA)	<i>2019 - 2023</i>
• National University	
Higher Secondary Certificate (HSC)	<i>2018 - 2019</i>
• Dumuria College, khulna	
Secondary School Certificate (SSC)	<i>2013 - 2018</i>
• HKS A.K secondary School, Khulna	

PROFESSIONAL EXPERIENCE

Brand Ambassador Japan Tobacco International (JTI) Bangladesh	<i>09 MONTHS</i>
• Promoted brand awareness through field marketing and direct customer engagement.	
• Supported promotional campaigns, events, and product activation programs.	
• Maintained customer relationships and collected market feedback.	
• Developed strong communication, presentation, and customer-handling skills.	

LEADERSHIP & VOLUNTEER EXPERIENCE

General Secretary Jagrata Youth Development Organization (JYDO)	<i>2025 - present</i>
• Lead organizational planning and program execution.	
• Coordinated youth empowerment projects and community initiatives.	
• Managed member engagement and stakeholder communication.	
Youth Co-Ordinator Right Here Right Now (RHRN) - BRAC, Bangladesh	<i>2023 - 2025</i>
• Represented youth voices on social justice and rights-based issues.	
• Organized workshops, seminars, and awareness campaigns.	
• Advocated for youth-friendly policy initiatives.	

TRAINING & CERTIFICATIONS

- Trainers of Training (ToT) Certification
- Content Creation Training – BRAC
- Cyber Hygiene Training
- Youth Member Advocacy Training Certification
- Computer Skills Training (6 Months): MS Word, Excel, PowerPoint

SKILLS

- Communication & Presentation
- Leadership & Teamwork
- Project Coordination
- Customer Engagement
- Problem Solving
- Time Management
- MS Office (Word, Excel, PowerPoint)

EXTRACURRICULAR ACTIVITIES

- Community volunteering and youth engagement programs
- Event organizing and project coordination
- Public speaking and leadership activities

LANGUAGES

- Bangla (Native)
- English (Fluent)

REFERENCES

MD. ZILLUR RAHMAN
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