

CURRICULUM VITAE

Neshat Anzum

Contact:

Address: Kanaiya, 30 No. Ward, Gazipur City Corporation, Gazipur

Mobile: 01767606944

E-mail: neshatanzum@gmail.com



Career Object:

A dedicated and motivated candidate with a strong academic background in Management. Interested in building a career in any reputed organization where I can apply my teaching, organizational, and management skills to contribute to the development of the institution as well as my personal career growth. I am committed to continuous learning and professional excellence.

Working Experience:

Marketing Officer, AKS Hospital & Diagnostic Center, Gazipur– 7 months

- Advertising, Brand marketing, Communications.
- Developing and Executing Marketing Campaigns

Assistant Teacher, Uddayon Academic Coaching– 8 months

- Teaching and mentoring students
- Preparing lesson plans and assessments

Assistant Teacher, Bornomala Coaching Center– 1 year

- Conducted classroom sessions
- Assisted in academic administration

Educational Qualifications

- Preliminary to Masters– Management Department (Currently Studying)
Bhawal Bodre Alam Govt College– Session: 2022–2023
- Degree (Bachelor of business studies)
Bhawal Bodre Alam Govt College– Passing Year: 2021– CGPA: 2.65/4
- HSC-Gazipur Metropolitan College –Business studies– Passing Year: 2017– GPA: 3.25/5
- SSC- Joydebpur Govt Girls High School– Business studies– Passing Year: 2014–
GPA: 3.81/5

Language Proficiency

Languages	Reading	Writing	Speaking
Bengali	Excellent	Excellent	Excellent
English	Excellent	Good	Good

Skills

- MS Word, Excel, PowerPoint (Basic)
- Internet Browsing
- Organizational Skills: Planning, Coordination
- Interpersonal Skills: Communication, Teamwork, Classroom Management

Certifications / Achievements:

- Organizational Secretary Certificate– Save the Children

Personal Information

- Name : Neshat Anzum
- Father's Name : Md. Aolad Hossain
- Mother's Name : Ayesha Khatun
- Date of Birth : 19-01-1998
- Permanent Address: Kanaiya, 30 No. Ward, Gazipur City Corporation, Gazipur
- National ID No : 7804402001
- Nationality : Bangladesh
- Religion : Islam
- Marital Status : Married

Commitment

I hereby declare that all the information provided in this CV is true, complete, and accurate to the best of my knowledge. I am committed to performing my duties with dedication and integrity.

Date:

Signature