

Curriculum Vitae

Mailing Address:

Arafat Hossen

Address: Ali Hossen Hazi bari, maleksaha Road, khatiberhut.

P/O: Chandgaon, Thana: Panchlaish,

District: Chattogram.

Contact No: 01846-028765, 01815-636279

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National ID No: 6903251557



CAREER OBJECTIVE:

I am looking for an opportunity in a reputed organization where I can excel my career. I will give my full co-operation and will take responsibility of my work for both personal and professional Skill.

EXPERIENCE:

- ❖ Working as a “**Jr.Officer**” in **MAF Footwear Ltd. Bangladesh (100%Export Oriented)** from 3^h August, 2016.

My duties and responsibilities are stated as follows:

- Maintain Chemical management & safety.
- Chemical MSDS list Checking & reporting.
- Physical production data import for ERP Software.
- Material Handling Line for Production.
- Time management setting for production
- Recycle and wastage management.
- Store Management.
- Section Workers Management.

- ❖ Worked as a “**Supervisor**” in **Maf Shoes Limited Bangladesh (100%Export Oriented)** from 3^h August, 2016. Address: Outer Signal , Chittagong.

- ❖ Worked as a “**Jr.Officer**” in **Transcom Beverages Ltd- PepsiCo 12/13 Kalurghat HM Area Chittagong**, from 3rd February 2015 to 15th June 2016.

EDUCATIONAL QUALIFICATION:

Examination	: Master of Business Administration (MBA) Institution
	: Govt Hazi Mohammad Mohsin college, Chittagong.
University	: National University.
Subject	: Accounting
Result	: Running.

Examination	: Bachelor of Business Studies (BBS)
Institution	: Govt Hazi Mohammad Mohsin college, Chittagong.
University	: National University.
Subject	: Business Studies.
Result	: CGPA: 2.37 (Out of 4.00)
Passing Year	: 2020

Examination : **Higher Secondary Certificate (HSC)**
Institution : Govt. Commercial Institute, Chittagong.
Group : Business Studies.
Board : Dhaka.
Result : GPA: 4.14 (Out of 5.00)
Passing Year : 2017

Examination : **Secondary School Certificate (SSC)**
Institution : Rahamania High School, Chittagong.
Group : Business Studies
Board : Chittagong.
Result : GPA: 2.94 (Out of 5.00)
Passing Year : 2014

ADDITIONAL COURSE:

- Office Management Course.**
Focus Computer training Institute.
- Oracle software SEP ERP Production data training.**
MAF Shoes Ltd.
- Fire Fighting, Fire Prevention, Rescue and First Aid Training**
Bangladesh Fire Service & Civil Defence Directorate

SKILLS:

- Expert in **ERP Software**.
- Excellent communication in English in both written & verbal.
- Organized in team player, can work with or without supervisor.

PERSONAL DETAILS:

Father's Name : Mozaher Hossen
Mother's Name : Hasina Momtaz
Permanent Address : Village: Khatiberhut, P/O: Chandgaon, Thana: Panchalish,
District: Chittagong, Country: Bangladesh.
Date of Birth : 20th August, 1997.
Nationality : Bangladeshi.
Gender : Male
Religion : Islam
Marital Status : Single.

REFERENCE:

Name	:	Saiful Islam	Nasrin Akter
Designation	:	Cash Officer	Executive
Organization	:	Standard Bank	Maf Footwear Limited
Contact No.	:	01815564399	01988802794

 Saiful Islam

Signature