

CURRICULUM VITAE OF JUWEL HOSEN



PROFILE

To pursue a career in any dynamic position that will provide me with an opportunity to utilize and develop my ability, technical skill and advancement as to take the challenge of the day. So, I am committed to executing my every dexterity in this regard.

CONTACT



Juwelhosen8526@gmail.com



+880 1867-111185



Chittagong, Bangladesh

NID NO: 7771000846

HOBBIES



Photography



Reading



Music



Writing



Browsing

Personal Attributes

- Positive minded in adopting to new and challenging situation
- Willing to accept responsibility & perform accordingly
- Affinity to work in a team
- Self-confident & positive in decision making
- Ability to work under pressure & fulfill deadlines
- Quick Learner
- Smart, dynamic & proactive in leading.

Personal Details

Father's Name: Akter Hossain Babul

Mother's Name: Jariya Begum

Date of Birth : 10-02-1995

Place of Birth: Chittagong

Marital Status: Single

Nationality: Bangladeshi

Religion: Islam

Gender: Male

Address

Permanent Address:

C/O- Badal Chairman-Er Bari,09 no ward,
Haidgaon, patiya, Chattogram.

Mailing Address:

C/O- Badal Chairman-Er Bari,09 no ward,
Haidgaon, patiya, Chattogram..

Education Qualifications

Secondary School Certificate (S.S.C)

Group : Business Studies
Institution : Haidgaon High School
Board : Chittagong Board
Year of Passing : 2014
Result : GPA 3.19 Out of 5.00

Higher Secondary Certificate (H.S.C)

Group : Business Studies
Institution : Hulain Saleh Nur Degree College
Board : Chittagong Board
Year of Passing : 2016
Result : GPA 2.42 Out of 5.00

Bachelor of Business Studies (B.B.S)

Institution : Hulain Saleh Nur Degree College
Year of Passing : 2019
Result : 2.58 out of 4.00
University : National University

Master of Business Administration (M.B.A)

Institution : Government College of Commerce,
Chattogram
Year of Passing : 2019
Result : 2.58 out of 4.00
University : National University

Language Proficiency:

Good command in spoken and writing both English and Bengali.

Computer Literacy:

I have theoretical and practical knowledge on fundamentals of computer, MS Office Management applications, Internet browsing and email correspondence.

Experience

Sun Fashion Wear Ltd. 5 years of experience in HR and executive positions.

1. Make a Salary Sheet.
2. Attendance Sheet .
3. Personal File Employ.
4. Processing & Calculations.
5. Compliance.
6. Record Keeping.
7. Issue Resolution.
8. Reporting.

I do hereby declare that the particulars provided here are true and no misinformation is given.

Signature