

RESUME OF HELAL UDDIN MOHAMMAD TANID



MAILING ADDRESS:

C/O: Abduss Salam, vill: kiajorbill,
Union:Gorjonia, P.O:Gorjonia Bazar (4660)
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Chattogram.

CAREER OBJECTIVES

To establish a challenging career using my academic knowledge, sufficient teaching, experience, research knowledge, analytical ability, strong interpersonal communication skills and personal creativity that will add desired value to the organization and ensure long-term sustainability of organization in the environment of frequent change and high competition. I am always ready to work hard and with utmost dedication, I want to be a key contribution and a key player in my organization I work with.

EXPERIENCE

Organization: **PUSHTI**

Designating: Volunteer of wash project

Duration: 1.02.2017 to 1.03.2018

1. Communicate with block Majhi
2. Contact with Beneficiaries face to face and by the phone
3. Location ensured for awareness session about hygiene and sanitation
4. Time to time reporting to respective officer
5. Ensure to respect working time and tasks and follow security guideline.
6. Ensure was Implementation activity plan and hygiene kits distribution hygiene promotion and water and sanitation construction.
7. Assist to WASS Team for WASS Implemented activities with village and Camp Management Committee Co-operation with field staff for monthly updating beneficiary's date.

Organization: **BRAC**

Designation: Junior Field Organizer

Duration: 01 April 2021 to 18st March 2023

1. Implemented and monitored project activities at the field level
2. Collected, verified, and reported beneficiary information.
3. Conducted group meetings, managed loan disbursement, and installment collection,
4. Organized community awareness sessions and training programs.
5. Prepared and submitted daily/weekly reports to the supervisor.

COMPUTER PROFICIENCY

- Computer Fundamentals
- Microsoft Office Management (Ms Word, Ms Excel, Ms Access, Ms Power Point)

- Capable of communicate and have good writing, reading skill in both Bengali and English

SKILL AND ABILITIES

- 1.Strong communication and interpersonal skills
2. Ability to work effectively with community members and stakeholders.
- 3.Data collection, verification, and report preparation
4. Field monitoring and project implementation skills.
5. Good organizational and time management abilities.
6. Problem-solving and decision-making capacity.
7. Proficient in MS Office (Word, Excel, PowerPoint)
8. Ability to work under pressure and meet deadlines.
9. Teamwork and leadership skills
10. Adaptability to rural/field-level work environments.

EDUCATION AND QUALIFICATION**Bachelor of Social Science (BSS)**

Institution : Hathazari Govt. College
Subject : Sociology
Result : 2.78 (Out of 4.00)
Board : Chittagong
Passing Year : 2023

Higher Secondary Certificate (HSC)

Institution : Hazera Taju University College
Group : Science
Result : 3.50(Out of 5.00)
Board : Chittagong
Passing Year : 2019

Secondary School Certificate (SSC)

Institution : Kazem Ali High School
Group : Science
Result : 5.00 (Out of 5.00)
Board : Chittagong
Passing Year : 2017

Junior School Certificate (JSC)

Institution : Kazem Ali High School
Result: : 4.89 (Out of 5.00)
Board : Chittagong
Passing Year :2014

PERSONAL INFORMATION

Father's Name : Abdu Salam
Mother's Name :Tayaba Beagum
Permanent Adress : Kiajorbil (Word No-09), Gorjonia, Ramu Cox's Bazar
Date of Birth : 16/08/1999
Place of Birth : Chittagong, Bangladesh
Nationality : Bangladeshi (by birth)
Gender : Male
Marital Status : Unmarried
Blood Group : B(+)
Religion : Islam

REFERENCE

Name :Ansar Ullah Position : Upazila Coordinator Organization : Ekti Bari Ekti Khammar Prokolpa Location :Ramu, Cox's Bazer Phone :01814333550	Name :Helal Khan Position : Field facilitator Organization : Food and Agriculture organization of the United Nation. Location :Baharchiora, Cox's Bazar Phone :01814451696
Name :Adv Abdul Qaium Pasition :Advocate Organization :Zila Judge Cord Location :Cox's Bazar Phone :01830084282	

STATEMENT OF INTERGRITY :

I assure that the information furnished above is true and correct to the best of my knowledge and belief.

Signature of Candidate

Date.....