



MST.SHOVA KHATUN

Date of birth: 26/11/2001

Nationality: Bangladeshi

Gender: Female

CONTACT

 Rajshahi City
Rajshahi Bangladesh **(Work)**

 tanvirashova@gmail.com

 (+880) 1776569187

 01771273896 **(Whatsapp)**

CAREER SUMMARY

I am a punctual,honest,responsible and working person.I have a good working experience in hospital.I have the ability to manage all emergency & outdoor.patients.I have good counselling ability about all kind of health related problem.I have good Co-ordination skills.

My BM&DC Reg No.D-30274

WORK EXPERIENCE

13-06-2023 – CURRENT Rajshahi, Bangladesh

Medical Assistant : OT Assistant,Surgery,Medicine,Orthopedics,
Gynaecology,Indoor,Outdoor Patient Management.
Bashundhara Hospital &,Diagnostic Center.

TRAINING SUMMARY

Internship Training Certificate

Natore Sadar Hospital, Natore
Major topic: Medicine, Genecology, Surgery
Duration: 9 Months

Internship Training Certificate

Upazila Health Complex. Lalpur , Natore
Major topic: Indoor, Outdoor, Emergency
Duration: 3 Month

EDUCATION AND TRAINING

Diploma In Medical Assistant (MATS)

Amena Medical Assistant Training School, Rajshahi, Bangladesh
Result: Pass
Passing Year: 2020

Higher Secondary School Certificate (HSC)

Bilmaria College, Lalpur, Natore
Group: Business Studies
Board: Rajshahi
Result: 5.00 (Out Of 5.00)
Passing Year: 2020

Secondary School Certificate (SSC)

Bilmaria Girls High School, Lalpur, Natore
Group: Science
Board: Rajshahi
Result: 4.82 (Out Of 5.00)
Passing Year: 2017

LANGUAGE SKILLS

English & Bangla

DIGITAL SKILLS

Social Media including Facebook , WhatsApp and Twitter

Computer Literacy: MS Word, MS Excel, MS Power point, Internet Browsing

ADDITIONAL INFORMATION

Parsonal Information

Personal Details

Name : Mst. Shova Khatun

Father's Name :Md.Fazlur Rahaman

Mother's Name :Mst.Shorifa Khatun

Date of Birth : 26.11.2001

Gender Female

Marital Status : Unmarried

Religion : Islam

Nationality : Bangladeshi

Permanent Address:Vill:Bilmaria ,

P.O:Bilmaria P.S:Lalpur Dist: Natore.

Present Address:Rajshahi City.

Reference

Dr.Md.Sanaul Huq

MBBS,BCS(Health)

Medical officer

AdhunikSadar

Hospital,naogaon

Cell:01911252971

Dr.SM.Bayzid-ul

Islam

MBBS,BCS(Health)

Resident Medical
officer

Upazila Health
Complex,Chatmohor,
Pabna

Cell:0194999400

DECLARATION

I am Mst.Shova Khatun

Certify that to the best of my knowledge and belief, these data correctly describe my qualification.

Signature

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