

CURRICULUM VITAE ***of*** ***SWEETY BARUA***



Mailing Address:

Chittra Sen Baidya Para,
Ward no-02, Bandarban-4600,
Bandarban Sadar, Bandarban Hill District.
E-mail: sweetybarua266@gmail.com
Cell: 01553767947.

Career Objective:

A suitable position with an organization where I can utilize the best of my skills and abilities that fit to my education, skills and experience a place where an encourage and permitted to be an active participant as well vital contribute on development of the organization.

ACADEMIC QUALIFICATION:

Master`s of Business Administration (MBA):

- ❖ Institution : Bandarban Govt College
- ❖ Group : Management
- ❖ Year of Pssing : 2022
- ❖ Board : National University
- ❖ Result : 3.03 Out of 4.00

Bachelor of Business Administration (BBA):

- ❖ Institution : Bandarban Govt College
- ❖ Group : Management
- ❖ Year of Pssing : 2021
- ❖ Board : National University
- ❖ Result : 3.14 Out of 4.00

Higher Secondary Certificate (H.S.C)

- ❖ Institution : Bandarban Govt Mohila College
- ❖ Group : Business Studies
- ❖ Year of Pssing : 2017
- ❖ Board : Chittagong
- ❖ Result : 4.08 Out of 5.00

Secondary School Certificate (S.S.C)

- ❖ Institution : Bandarban Govt. Girls High School
- ❖ Group : Business Studies
- ❖ Year of Pssing : 2015
- ❖ Board : Chittagong
- ❖ Result : 4.00 Out of 5.00

Language Ability

Language	Reading	Writing	Speaking
Bangali	Excellent	Excellent	Excellent
English	Excellent	Excellent	Excellent

Computer Skill:

Operational knowledge of windows (Ms. Word, Ms. Excel, Ms. Power Point, Email & Internet Browsing).

PERSONAL DETAILS:

Name : Sweety Barua
Fathers Name : Joy Sen Barua
Mothers Name : Gopa Barua
Date of Birth : 12-11-1999
Religion : Buddhist
Nationality : Bangladeshi (by birth)
Marital Status : Single
Gender : Female
Permanent Address : Chittra Sen Baidya Para, Ward no-02, Bandarban-4600, Bandarban Sadar, Bandarban Hill District.

Interpersonal Skills:

- ❖ Efficient and well behaved person.
- ❖ Extremely hard working self motivated and able to work independently in a team environment under supervision.
- ❖ Keep Excellent inter personal relations with colleagues.

Declaration:

I certify that all information stated above is true and complete to the best of my knowledge.