

Resume Of SAJAL CHANDRA NATH

MAILING ADDRESS

Vill-Anantapur P.O:Parashuram

P.S-Parashuram, Dist-Feni.

Call: 01688-244132

E-mail: sajalnathfeni2019@gmail.com



Career Objective

To achieve high degree of professional excellence by putting continuous efforts and exerting knowledge and skills this will ultimately contribute to the achievement of personal and organizational goals.

Academic Qualifications

► Masters of Arts (M.A In Bengali):

Institute	:	Feni Govt College
Subject	:	M.A In Bengali
GPA	:	2.86 (Out of 4.00)
Passing Year	:	2019

► Bachelor of Arts (B.A Honors In Bengali):

Institute	:	Alhaj Abdul Hoque Chowdhury University Collage
Subject	:	B.A Honors In Bengali
GPA	:	2.75 (Out of 4.00)
Passing Year	:	2018

► H.S.C

Institute	:	Parshuram Govt. Collage
Group	:	Humanities
Board	:	Comilla
GPA	:	2.30(Out of 5.00)
Passing Year	:	2014

► S.S.C

Institute	:	Parshuram Model High School
Group	:	Humanities
Board	:	Comilla
GPA	:	3.13 (Out of 5.00)
PassingYear	:	2012

WORKING EXPERIENCES:

- I have been serving as a senior accountant in Parashuram Ideal School for 5(five) years.
- Customer Service Representative (CSR) in Radisson Digital Technologies Ltd from 01 January 2021 to 2022.(2Years)
- Front Desk Executive Officer + IT (Juhana Group) 01 December 2022 to 30 April 2026.(3 Years 5 month)

Skills:**Computer-**

- Operating System-Windows XP,2003,2007
- Office Management Course (MS-Word, MS-Excel, MS Power Point,MS-Access & Internet
- Also have an excellent typing speed in both English & Bangla.

Personal Strength:

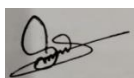
- Ability to work in groups.
- Communicative, friendly, positive, Optimistic & willing to serve dedicatedly.
- Readiness to work with a stress worthy environment.
- Handle high pressure situation and deadlines.

Personal Details:

Father's name	:	Sontus Chandra Nath
Mother's name	:	Kalpana Rani Nath
Date of Birth	:	01/01/1995
Nationality	:	Bangladeshi
NID	:	3726750957
Permanent Address	:	Vill- Anantapur (P.O+P.S- Parshuram),Dist-Feni
Sex	:	Male
Religion	:	Hinduism
Marital Status	:	Married
Blood Group	:	B+(ve)

Declaration:

I hereby declare that all the information furnished in the resume is complete and correct.



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Sajal Chandra Nath
Date: