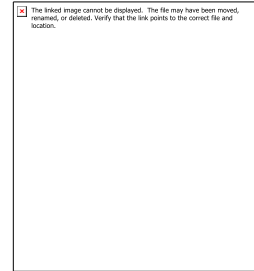


Applied For: **IT Executive (Sylhet)**

Last Updated : **October 9, 2017**

## A. F. M. MAMUNUR RASHID

Address: Azadi-86, Ground Floor, Mirboxtula, Sylhet.  
Home Phone: 01710984710  
Mobile : 01675286533  
email:mamunur.me710@gmail.com



### **Career Objective:**

To work in reputed organization where there is an opportunity to work with people in an environment of passion & excellence, keeping in touch with the modern communication system & the vast world of business.

### **Career Summary:**

With 8 years experience authorised certified by the Bangladesh Securities and exchange commission, BO accounts and link accounts opened in CDBL, share demat processing, manually share payin and payout, record date maintain, Transfer & Transmission, Shortage Checking, clearing the share buy and sale of the day, the buying and selling shares of client, email check and replay answer, etc. I have done. I am interested in leveraging my skills for the Banking sector.

### **Special Qualification:**

Hard Worker, Quick Learner and ability to assume responsibility.

### **Employment History:**

**Total Year of Experience : 10.0 Year(s)**

#### **1. Assistant Relationship Officer ( February 1, 2018 - Continuing)**

##### **DUTCH BANGLA BANK LTD.**

Company Location : Amborkhana, sylhet

Department: Sales

##### **Duties/Responsibilities:**

All Banking product.

#### **2. Authorized Representative ( January 1, 2009 - February 15, 2018)**

##### **Jalalabad Securities Ltd.**

Company Location : 419, Manru Shopping City (3rd Floor), Chowhatta, Sylhet.

Department: CDBL

##### **Duties/Responsibilities:**

BO Accounts and Link Accounts Opened in CDBL, Share demat processing, Manually share Payout and Payin, Record date maintain, Bonus Share Distributed Among The Share Holder, Transfer and

Transmission, Shortage Checking, Clearing the share buy and sale of the day, Buying and Selling shares of the client, E-mail check and Replay answer, Etc.

#### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
M. B. A	Finance	North East University Bangladesh	CGPA:3.34 out of 4	2015	2
M.B.S	Management	National University	Second Class, Marks :58%	2011	1
Honours	Management	National University	Second Class, Marks :50%	2010	4
HSC	Commerce	Sunamgonj Govt. College, Sunamgonj.	CGPA:2.8 out of 5	2005	2
SSC	Humanities	Govt. Jubli High School, Sunamgonj.	CGPA:3.31 out of 5	2003	2

#### **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Authorized Of CSE Member Companies.	Training Program For The Authorized Of CSE Member, Jointly Organized By Bangladesh Security Exchange Commission And Chittagong Stock Exchange Ltd.	Chittagong Stock Exchange Sylhet.	Bangladesh	Sylhet	2013	2Days

#### **Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Expected Salary : Tk. 20,000  
 Preferred Job Category : Bank/Non-Bank Fin. Institution, General Management/Admin  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Organization Types : Banks, Investment/Merchant Banking, Manufacturing (FMCG), Advertising Agency, Govt./ Semi Govt./ Autonomous body, NGO, Consulting Firms, Airline, Tea Garden, Cement Industry

#### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium

Hindi	Low	Low	Medium
-------	-----	-----	--------

### **Personal Details :**

Father's Name : Md: Kamal Uddin  
 Mother's Name : Rajna Begum  
 Date of Birth : December 15, 1987  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Vill: Narainpur , P.O: Ujanigow, P.S: Sunamgonj, Sunamgonj.  
 Current Location : Sylhet

### **Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Mahbubul Alam Mahin	Abdul Awal
Organization	: Dutch Bangla Bank Ltd.	Brac Bank Ltd.
Designation	: Assistant Relationship Officer	Branch Sales & Service Officer (BSSO)
Address	: Sunamgonj	Sunamgonj
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: +01913023605	01712376163
EMail	: Arm.alam204@gmail.com	tomal.mcc@gmail.com
Relation	: Relative	Family Friend