

Applied For: **Virtual Assistant (for our Sylhet Office so You must be living in Sylhet)**

Last Updated : **April 23, 2013**

ABDUS SAYEM

Address: House No. 48, Flat No. 5/4, West Agargaoan, Dhaka.
Mobile : 01718386727
email:sayem_rajshahi@yahoo.com, Khokon.rajshahi@gmail.com



Career Objective:

IT Related job

Career Summary:

I am Abdus Sayem. I finished my study at Rajshahi University Department of Arabic last 2009.

Special Qualification:

Sufficient knowledge of computer, Office management, English speaking.

Employment History:

Total Year of Experience : 8.0 Year(s)

1. PS (February 1, 2010 - Continuing)

Thanapara Swallows D.S
Company Location : Rajshahi
Department: Admin

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
BA	Arabic	Rajshahi University	Second Class, Marks :55%	2009	1 years
HSC	Humanities	Bangladesh Madrasha Board	CGPA:3 out of 5	2003	2 Years
SSC	Humanities	Bangladesh Madrasha Board	CGPA:3.33 out of 5	2001	2 Years

Career and Application Information:

Looking For : Top Level Job

Available For	: Full Time
Present Salary	: Tk. 1500
Expected Salary	: Tk. 15,000
Preferred Job Category	: Bank/Non-Bank Fin. Institution, IT/Telecommunication
Preferred District	: Bandarban, Chittagong, Dhaka, Dinajpur, Khagrachari, Rajshahi, Rangamati, Sylhet
Preferred Country	: China, Japan, United States, Australia, Austria, Brazil, British Virgin Islands, Canada, Egypt, France
Preferred Organization Types	: Banks, Telecommunication, College, Training Institutes, Advertising Agency, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, NGO, Development Agency, Buying House, Airline, Tea Garden

Personal Details :

Father's Name	: Abdus Sattar
Mother's Name	: Fatima
Date of Birth	: March 1, 1986
Gender	: Male
Marital Status	: Unmarried
Nationality	: Bangladeshi
Religion	: Islam
Permanent Address	: Vill- Thanapara, P.O- Sardah-6271, P.S- Charghat, Dist- Rajshahi
Current Location	: Rajshahi