

Curriculum Vitae
Afroza Sharmin Biva
B-2/3, Road no-37,
Bangladesh Bank Quarter,
Shahjalal Uposhohor, Sylhet.
Mobile-01688728595
E-mail: bivaafroza@gmail.com

Career Objective

To work hard in an organization with full determination and dedication to achieve organizational as well as personal goals.

Educational Qualifications

Master Of Business Administration (MBA):

- ❖ Result: 2.86 (Appeared)
- ❖ Major: Human Resource Management (HRM)
- ❖ Institution: Metropoliton University, Sylhet.

Bachelor of Business Administration (BBA):

- ❖ Passing Year: 2015
- ❖ Result : 2.75
- ❖ Major : Marketing
- ❖ Institution: Leading University, Sylhet.

Higher Secondary Certificate Examination (HSC):

- ❖ Passing year : 2011
- ❖ Result : 2.90
- ❖ Group : Science
- ❖ Institution : Sylhet Govt. Women's College, Sylhet.

Secondary School Certificate Examination (SSC):

- ❖ Result : 4.31
- ❖ Passing Year : 2008
- ❖ Group : Science
- ❖ Institution : Govt. Agragami Girl's High School, Sylhet.

Computer Skills

- ❖ Windows- XP, Windows-7, MS Office (Word, Excel, PowerPoint) and Internet Browsing.

Professional Skills

- ❖ 3 months internship program (BBA)in “ Premier Bank Limited” Laldhigirpar Branch, Sylhet. From 22 July 2015 to 22 October 2015.

Language Proficiency

- ❖ Read, Write & Communicate fluently English and Bengali.

Personal Information

Name : Afroza Sharmin Biva

Father's Name : Md. Showkat Ali

Mother's Name : Rowshan Ara Begum

Date Of Birth : 10th December, 1992

Nationality : Bangladeshi (By Birth)

Gender : Female

Religion : Islam

Permanent Address: Vill: Ahamed Pur, P.O: Ahamed Pur,
P.S: Madhab Pur, Dist:Habigonj.

REFERENCES

Md. Mahbubur Rahaman
Assistant professor
Department of Business Administration
Leading University, Sylhet
Mobile:01717019305

Habibur Rahman
EO & Incharge
Premier Bank Limited, Laldighirpar,
Sylhet Branch
Mobile:01715140596

Sincerely Your's

Afroza Sharmin Biva