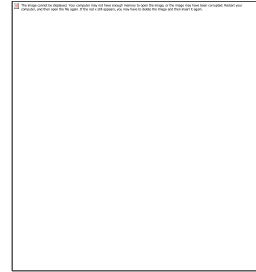


Applied For: **Virtual Assistant (for our Sylhet Office so You must be living in Sylhet)**

Last Updated : **April 4, 2015**

## AL-AMIN RUSSELL

Address: 77, Rajargoli Dargah Moholla, Sylhet  
Mobile : +8801717543677  
email: russellamin@gmail.com



### **Career Objective:**

To build a career that encounter challenge and creativity as a professional team worker of an organization to enrich the decision making ability and prove the potentiality through hard work efficiency, enthusiasm and integrity.

### **Career Summary:**

Working in Media8communications as Executive (events&activation) from 9th September,2007 to till now at Sylhet Region.

### **Special Qualification:**

Punctual and committed to achieve the goal

### **Employment History:**

**Total Year of Experience : 10.4 Year(s)**

1. **Junior executive ( July 1, 2010 - Continuing)**

**Media Eight communications**

Company Location : Dhaka  
Department: Events & Activation

2. **supervisor ( September 9, 2007 - June 30, 2010)**

**Media eight communications**

Company Location : Bangladesh  
Department: events&activation

### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MSS	Political Science	Shahjalal University of Science & Technology	CGPA:2.84 out of 4	2012	1 Years
BSS	Political Science	Shahjalal University of Science &	CGPA:2.97 out of 4	2009	2005-2010

		Technology			
HSC	Science	Govt. M.C College Sylhet	CGPA:3.8 out of 5	2005	2003-2004
SSC	Science	Blue Bird School&College	CGPA:4.63 out of 5	2003	2001-2003

### **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Central Training Camp 2008-2009		Bangladesh National Cadet corp	Bangladesh	Dhaka	2009	10 Days
Annual training camp 2007-2008		Mainamoti Regiment	Bangladesh	Comilla	2008	15 Days

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

Looking For	: Mid Level Job
Available For	: Full Time
Expected Salary	: Tk. 20,000
Preferred Job Category	: General Management/Admin, Media/Advertisement/Event Mgt.
Preferred District	: Anywhere in Bangladesh.
Preferred Country	: Nepal, Brunei, Egypt, United Arab Emirates
Preferred Organization Types	: Telecommunication, Advertising Agency, Event Management, Shipping, Public Relation Companies, Embassies/Foreign Consulate, Buying House, Airline, Tannery/Footwear, Tea Garden, Tobacco, Cement Industry

### **Specialization:**

Fields of Specialization
<ul style="list-style-type: none"> <li>• Activation Management</li> <li>• Event/Campaign Coordination</li> <li>• Program Management</li> <li>• Research</li> <li>• Client Service/ Marketing</li> </ul>

### **Extra Curricular Activities:**

•Got 1st place ,Jatio Shishu puroshkar protijogita 2002 in eassay writing under the Bangladesh shishu Academy •Participate 3rd National Debate Festival'2004 organized by Dhaka University Debating Society. •Complete the annual training camp 2007-2008 of BNCC under the Mainamoti Regiment. •Completed the Central Training Camp 2008-2009 of Bangladesh National Cadet corp. •Former President of Sports Council Of SUST,a Sports organization of Shahjalal University of Science & technology

### **Language Proficiency:**

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

### **Personal Details :**

Father's Name : Sheik Alam Mia  
 Mother's Name : MST.Farida Begum  
 Date of Birth : January 5, 1986  
 Gender : Male  
 Marital Status : Unmarried  
 Nationality : Bangladeshi  
 Religion : islam  
 Permanent Address : 16, Rajargoli Dargah Moholla,Sylhet  
 Current Location : Sylhet

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

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Julia Rahman Ratna	Sukumar Sarker
Organization	: Media eight communications	Nestle Bangladesh ltd
Designation	: Director,H.R	Sales development Manager
Address	:	Gulshan, Dhaka
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01614077798	01714098723
EMail	: juliarahman.ratna@facebook.com	sukumar.sarker@bd.nestle.com
Relation	: Professional	Professional