

*CURRICULUM VITAE*  
*Of*

**Md. Ariful Islam**



**Career Objective** : To develop a shiny career in engineering sector , where I will have the scope to utilize my potentially, Adaptability and skills to do something innovative and opportunity along term career growth and advancement.

**Personal Information**

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Name : Md. Ariful Islam  
Father's Name : Md. Sherajul Islam  
Mother'S Name : Beauty Begum  
Date of Birth : 01/02/1995  
Place of Birth : Sonargaon,Ragunathpur,Muktagacha  
Sex : Male  
Religion : Islam  
Nationality : Bangladeshi  
Mobile : 01930-945864  
Height : 5'- 5.5 "  
Weight : 70 kg  
National Id No. : 7357852479  
Marital Status : Married  
E-mail : mdarifulislamarif4.94@gmail.com

**Present & Permanent Address :**

**Md.Ariful Islam**

C/O : Md. Sherajul Islam

Vill : Sonargaon

P.O : Ragunathpur

P.S : Muktagacha

Dist : Mymensingh

## **LANGUAGE PROFICIENCY**

Have a good writing and speaking command in English and Bengali with good speaking.

### **Educational Qualification** :

Degree : **Diploma In Mechanical Engineering**  
Department : Mechanical Technology  
Result : 2.74 (on a scale of 4.00)  
Duration : 4 Years  
Year of passing : 2016  
Institute : Mymensingh Polytechnic Institute  
Board : Bangladesh Technical Education Board

Degree : **Secondary School Certificate**  
Department : Science  
Result : 4.94 (on a scale of 5.00)  
Year of passing : 2010  
Institute : Sonargaon High School  
Board : Dhaka

### **PERSONAL QUALITIES** :

- \* Highly motivated and eager to learn new things.
- \* Strong motivational and team work ability.
- \* Ability to produce best result in pressure situation.
- \* Excellent communication skill in written and verbal both.
- \* Ability to work as individual as well as in group.

## **TRAINING**

Training Title : Industrial Attachment Training  
Institute Name : Shamim Enterprise Engineering Workshop  
(PVT) Ltd.  
Institute Category : Automobile Engineering Workshop  
Topic Covered : Bodies and structures, Chassis, Maintenance, parts and Component Fuel and energy sources, Human factors and ergonomics, Noise vibration and harshness.  
Duration : 3 Month (1st September, 2015 to 30th November, 2015)

**Computer Literacy** : Have a great skill about OS, MS Office, MS Word, MS Excel, Internet, Hardware, Troubleshooting & E-mail.

**Work Experience** :

1. Sales Representative at Leon Pharmaceuticals Ltd. Under Mymensingh Depot From 5-May-2013 To 10-Nov-2017.
2. Warehouse In-Charge + Officer-Distribution at Sunman-Birdem Pharmaceuticals Ltd. Under Mymensingh Depot From 15-Nov-2017 To Till Date.

**Main Duties Performed:**

- Organising and supervising warehouse and distribution staff
- Liaising with customers, drivers and suppliers on a daily basis
- Planning delivery routes for drivers a week in advance
- Managing the storage spaces and ensuring it is efficiently used
- Maintaining control of current stock and replenishing stock when needed
- Using computer systems to monitor inventory levels, dispatches and deliveries
- Picking and packing high-value goods for delivery
- Organising building maintenance and implementing Health & Safety regulations
- Recruiting and training new members of staff
- Producing reports regarding stock, delivery times and transport costs
- Ensuring the warehouse has maximum security at all times
- Updating and creating Depot reports to be presented to senior management
- Conducting disciplinary meetings when necessary

**Declaration of Authenticity** :

I declare hereby that all information I have presented here are true to my knowledge. If required and where applicable, this document can be supported by authentic certificates/papers.

Date: 01-03-2022

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Md. Ariful Islam