

Curriculum Vitae Of Md. Ariful Islam

- **Contact Address**
- **Career Objective**
- **Educational Attainments**
- **Additional Qualification**
- **Experiences**
- **Training History**
- **Personal Details**
- **References**

Contact Address:

Krisnonogar, Jhikorgasha, Jessore.
Mobile: +8801734514939, +8801917530722
E-mail: arifkhannits@gmail.com

**Career Objective:**

To work in a dynamic position which will provide me an opportunity to utilize my potentials that I have acquired from my academic background along with the proper use of my practical work, creativity, vision, positive attitude, interpersonal relationship and communication.

Educational Attainments:**M.S.S (Political Science):**

University : National University.
Institution : Kushtia Govt. College.
Discipline : Political Science.
Year of Passing : 2003
Result : 2nd Class.

B.S.S (Pass):

University : National University
Institution : Mujibnagar Degree College.
Discipline : Social Science.
Year of Passing : 2001
Result : 3rd Class.

H.S.C.

Institution : Meherpur Govt. College.
Board : Jessore Bord.
Discipline : Arts
Year of Passing : 1999
Result : 2nd Division.

S.S.C.

Institution : Anandabash Mia Munsur Academy.
Board : Jessore Bord.
Discipline : Science.
Year of Passing : 1997
Result : 2nd Division.

Additional Qualification:

1. Maintain & Lead the Team for office Management.
2. Good knowledge MS word, MS Excel, Power Point.
3. Good knowledge Internet browsing and Email System.
4. Good knowledge Visit to field work & good knowledge **desktop** servicing.

Experiences:

1. During the period I am continue to my job of the **NITS Service (Pvt.) Ltd** (A sister concern of **Nitol-Niloy Group**) Jessore(Benapole). In the joining date of May, 30, 2011 for the posting of **Office in-Charge**.
2. **Voluntary Organization for Social Development (VOSD)** for the post-**Asst. Manager** in Barisal from January, 01, 2009 to December, 31, 2009(1 Year)
3. **Ad-Din Welfare Centre** for the post – **Branch Manager** in Magura & Jessore from June,02,2007 to 30,November,2008(1 Year 6 Month).
4. **ASA** for the post- **Lone Officer** in Meherpur from April, 04, 2004 to November, 20, 2006(1 Year 7 Month).
5. **Development & Rehabilitation Organization (DRO)** for the post- **Coordinator** from January, 01, 2003 to December, 31, 2003(1 Year).

Training:

1. “**Teambuilding & Team Development**” in Nitol-Niloy Group, Duration:08, August,2017 (One Day).
2. “**Interpersonal Skill-Communication Development**” in Nitol-Niloy Group, Duration: 15, June, 2017(One Day).
3. “**Financial Analysis & Reporting**” in Nitol-Niloy Group, Duration: 09, November, 2015(One Day).
4. “**Co-operative Management (CDF)**” in Regional Co-Operative Training Centre Kushtia, Duration: 24-28, January, 2010(Five Days).
5. “**Nutrition, Education & Microcredit Management**” in Voluntary Organization for Social Development (VOSD), Duration: 03-08, January, 2009(Six Days)
6. “**Microcredit Management**” in Padakhep Manabik Unnayan Kendra (PMUK) & Palli Karma-Sahayak Foundation (PKSF), Duration: 20-23, April, 2008(Four Days)

Personal Details:

Name : Md. Ariful Islam.
Father's Name : Md. Abdul Hamid.
Mother's Name: Mst. Ambia Khatun.
Date of birth : 10.10.1981
Nationality : Bangladeshi by birth
Religion : Islam
Sex : Male
Marital Status : Married

Permanent Address:

Village : Anandabash.
Post : Anandabash.
P/S : Mujubnagar.
Dist : Meherpur.

References:

1. Md. Azizur Rahman
Asst. Manager (Custom & Vat)
Nitol Motors Ltd. Kagaspukur, Benapole, Jessore.
Contact +8801937-400958

Declaration:

I do hereby declare that the above information is true and correct to the best of my knowledge.

Signature:

(Md. Ariful Islam)