

Last Updated : **March 20, 2018**

## **ASHRAF AHMED**

Address: 4th Floor, House No. 146, Road No. 04, Block E, Shahjalal  
Uposhahar, Sylhet-3100  
Home Phone: +8801712181632  
Mobile : +8801735904911  
email:ahmashraf@gmail.com, ashraf\_70@hotmail.com



### **Career Objective:**

I work hard to keep up with my portfolio over the years. With my achievements in the fields of education and IT, I have acquired ample experience in working at different positions under different situations. I consider myself versatile team player.

### **Career Summary:**

Worked as a web developer, content writer and English teacher at Chittagong and Sylhet of Bangladesh. Ready to move anywhere within Bangladesh and interested in research, training and travelling.

### **Special Qualification:**

MS Office, Graphics Design, Desktop Publication, PHP with MySQL, Wordpress, Joomla, Drupal

### **Employment History:**

**Total Year of Experience : 6.8 Year(s)**

#### **1. French Instructor ( April 9, 2017 - Continuing)**

##### **Bless Education**

Company Location : Sylhet, Bangladesh  
Department: Languages

##### **Duties/Responsibilities:**

Designing and conducting classes for the students of French. Providing support for IELTS course and conducting social media marketing on behalf of the administration.

#### **2. COO ( February 20, 2015 - February 28, 2017)**

##### **WPDIVINE**

Company Location : Mirpur DOHS, Mirpur, Dhaka  
Department: WordPress Services

##### **Duties/Responsibilities:**

Setting up WordPress-based platforms and organizing contents for clients from different parts of the world. Writing content for niche sites for Amazon affiliation and Google AdSense integration.

#### **3. Resource Person of French ( November 2, 2013 - March 19, 2015)**

## **Foreign Language Training Center, Sylhet**

Company Location : MC College, Sylhet

### **Duties/Responsibilities:**

Teaching elementary level French using multimedia projector and audio-visual system

#### **4. IT Executive ( September 1, 2012 - January 31, 2014)**

### **Umbrella Communications**

Company Location : Sylhet

Department: Website Design and Development

### **Duties/Responsibilities:**

Developing websites for clients of the company and providing all sorts of support starting from graphic design to content writing.

#### **5. Web Developer ( February 1, 2012 - July 1, 2012)**

### **IdeaBuzz Technologies**

Company Location : Chittagong

Department: Web Development

### **Duties/Responsibilities:**

Working with CMS's i.e. Wordpress, Joomla, and PHP

### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
Master of Arts	English	Leading University, Sylhet	CGPA:3.58 out of 4	2014	1 Year	Completed MA with a paper on `Syllabus and Testing System at the SSC and HSC Levels in Sylhet`
B. A. (Honors)	English	University of Chittagong	CGPA:3.11 out of 4	2008	4 Years	-
HSC	Science	BCIC College, Dhaka	CGPA:3.8 out of 5	2004	2 Years	-
SSC	Science	Rotary School & College	CGPA:4 out of 5	2002	2 Years	-

### **Professional Qualification:**

Certification	Institute	Location	From	To
Teachersâ Registration, Assistant Teacher, English	Non-Government Teachersâ Registration and Certification Authority (NTRCA)	Bangladesh	January 1, 2014	January 1, 2018
Teachersâ Registration, Lecturer, English	Non-Government Teachersâ Registration and Certification Authority (NTRCA)	Bangladesh	January 1, 2014	January 1, 2018
Certificate in PHP with MySQL and Joomla	Genuity Training	Mirpur, Dhaka	December 25, 2010	April 25, 2011

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

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 18000  
 Expected Salary : Tk. 12,000  
 Preferred Job Category : Education/Training, Research/Consultancy, HR/Org.  
 : Development  
 Preferred District : Dhaka, MoulaviBazar, Sylhet  
 Preferred Country : Malaysia, Nigeria, Senegal, United Kingdom, United States,  
 : Belgium, Djibouti, France  
 Preferred Organization : College, Training Institutes, Advertising Agency,  
 Types : Design/Printing/Publishing, IT Enabled Service,  
 Multinational Companies, Newspaper/Magazine

### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"> <li>English (Language)</li> <li>English (Literature)</li> </ul>	I took IELTS on January 25, 2014 with an overall score of 6.5 with 6.5 in Listening, 6.0 in Reading, 7.0 in Writing and 7.0 in Speaking. I also completed a `Written and Spoken` course from Zenith Computer and Language Club. I currently work as a part-time French language instructor.

### **Extra Curricular Activities:**

I participate in speaking session with different language clubs of Sylhet.

### **Language Proficiency:**

Language	Reading	Writing	Speaking
English	High	High	High
French	Medium	Medium	Medium

### **Personal Details :**

Father"s Name : Md. Ashidur Rahman  
 Mother"s Name : Shamima Akter  
 Date of Birth : February 18, 1987  
 Gender : Male  
 Marital Status : Married  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Village - Pagulia, Post Office - Moulvibazar Sadar, Thana -  
 Moulvibazar Sadar, District - Moulvibazar.  
 Current Location : Sylhet

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

	Reference: 01	Reference: 02
Name	Muhammad Nazrul Islam	Md. Shajjadul Islam
Organization	Leading University, Sylhet	WPDIVINE
Designation	Assistant Professor	Head of Ideas
Address	Surma Tower, VIP Road, Taltola, Sylhet-3100, Bangladesh.	Shyamoli, Dhaka
Phone (Off.)	+880-821-720303-6	0821-710809
Phone (Res.)	:	
Mobile	+8801717326506	(+88) 01768219611
EMail	nazrul@lus.ac.bd	wpdivine@gmail.com
Relation	Academic	Professional

