

Applied For: **IT Executive (Sylhet)**

Last Updated : **March 6, 2015**

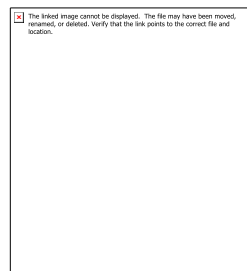
ASIK MIAH

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Career Objective:

To work dynamically in a challenging environment where innovative ideas are encouraged and have the ample opportunities to enrich the decision-making ability in the light of honesty

Career Summary:

A highly motivated individual wishing to use analytical and management knowledge to pursue a long term career in an enlarging organization and convey personal gratification.

Special Qualification:

Computer Application Course [M/S. Word, Excel, Access, PowerPoint & I-Net] 2005
Result: A+, Institution: Simanto Computer Academy, Kulaura, Moulvibazar.

Employment History:

Total Year of Experience : 5.8 Year(s)

1. Assistant officer (February 3, 2013 - Continuing)

Prime Islami Life Insurance Ltd

Company Location : Sylhet Milanium Shopping city, 7th Floor, Sylhet

Department: IT

Duties/Responsibilities:

Data entry, FPR making, Underwriting and administrative work

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Marketing	Sylhet International University, Sylhet		2014	1
Bachelor of Business Administration (BBA)	Marketing	Sylhet International University	CGPA:3.12 out of 4	2012	-

HSC	science	Bhatera High School And College	CGPA:2.5 out of 5	2007	-
SSC	science	Bhatera High School And College	CGPA:3.13 out of 5	2005	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Diploma In Computer Science & Engineering	Basic Fundamental, windows, Ms-word, Excel, Access, Power point, Internet Browsing & Mail, Computer Hardware maintenance	National Youth Development Technical Training Centre (NYDTTC)	Bangladesh	Sylhet Divisional Head Office	2012	6 Months
Internship program	Overall Banking Activities	Islami Bank Training and Research Academy (IBTRA)	Bangladesh	Dhaka	2011	2 months
Computer Application Course [M/S. Word, Excel, Access, PowerPoint & I-Net	Result A+	Simanto Computer Academy	Bangladesh	Kulaura, Moulvibazar.	2005	3 month

Career and Application Information:

Looking For	: Entry Level Job
Available For	: Full Time
Expected Salary	: Tk. 16,000
Preferred Job Category	: Bank/Non-Bank Fin. Institution, IT/Telecommunication
Preferred District	: MoulaviBazar, Sylhet
Preferred Country	: New Zealand, Qatar, Saudi Arabia, Sweden, United Kingdom, United States, Bahrain, Canada, Singapore, United Arab Emirates
Preferred Organization Types	: Banks, Leasing, Telecommunication, College, Govt./ Semi Govt./ Autonomous body, Multinational Companies, Consulting Firms, Airline, Immigration & Education Consultancy Service, Group of Companies

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> Islamic Banking 	TWO months internship program include 15 days training in IBTRA (Islami Bank Training and Research Academy) and 45 days practical knowledge in Islami Bank Bangladesh Limited, Sylhet Branch

Extra Curricular Activities:

Computer Skills: • Application package : Microsoft Office Package • Operating system : Windows 9x, Windows xp • Database : MS access • Troubleshooting Network connectivity problem, Firewall Setup and configuration • Diagnose, trouble shoot and solve problems for desktop computers, notebooks, LAN, E-mail, Internet.

Language Proficiency:

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

Personal Details :

Father's Name : Md.Pakhi Miah
 Mother's Name : Sely Begum
 Date of Birth : August 25, 1987
 Gender : Male
 Marital Status : Single
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Vill:Dakhin Bag, P.O:Bhatera , P.S:Kulaura , Dist:Moulvibazar
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md.Mohsin Hussain	Md.Fajlul Haq Khan
Organization	: Sylhet International University	Rupali Bank Ltd
Designation	: Lecturer International	(Manager) SPO
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Relation	: Academic	Relative