

Applied For: **Virtual Assistant, Sylhet Office (All Types)**

Last Updated : **February 7, 2016**

## **B.M.Jubair Kabir**

Address: Flat#C-D#11,Tower-3,Keari Buruj,7/1,Kallyanpur,Dhaka  
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### **Career Objective:**

Seeking a challenging position to develop and enhance my skills and experience for my future professional and personal career.

### **Career Summary:**

Seeking a challenging position to develop and enhance my skills and experience for my future professional and personal career as i am a fresh graduate from AUST from the Dept.of EEE with a CGPA 3.57.

### **Special Qualification:**

- Very strong Interpersonal and communication skill
- Analytical and problem solving abilities
- Able to work in a stressed situation
- Habit to work in harmony
- Very much interested in games & sports and related to cultural activities

### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
MBA	International Business	University of Dhaka	CGPA:3.2 out of 4	2016	2 years(Ongoing)	-
B.Sc Engineer	Electrical & Electronic Engineering	Ahsanullah University of Science and Technology	CGPA:3.57 out of 4	2013	4 year	BSc Engineer EEE
HSC	Science	Dhaka College	CGPA:5 out of 5	2008	2 years	-
SSC	Scince	Government Laboratory High School	CGPA:5 out of 5	2006	10	-

### **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
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CCNA	Cisco Certified Network Association	AIUB	Bangladesh	Dhaka	2013	4 months
<ul style="list-style-type: none"> <li>• Programming of PLC for Industrial Automation, maintenance and troubleshooting</li> </ul>	PLC system for industrial automation	Engineering Staff college	Bangladesh	Dhaka	2012	30 days

### **Professional Qualification:**

Certification	Institute	Location	From	To
Training on IC Layout Designing with `Cadence`	Ulkasemi Private Ltd.	Baridhara DOHS,Dhaka	September 12, 2013	September 20, 2013
Internship at Robi Axiata Limited in the department of Radio Network Planning	Robi Axiata Limited	Corporate office,Robi Axiata Limited,Dhaka	March 28, 2013	June 28, 2013

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

Looking For	: Entry Level Job
Available For	: Full Time
Expected Salary	: Tk. 20,000
Preferred Job Category	: Engineer/Architect, IT/Telecommunication
Preferred District	: Anywhere in Bangladesh.
Preferred Country	: Germany, Italy, Japan, Malaysia, New Zealand, Australia, Canada, Egypt, France, Singapore
Preferred Organization Types	: Telecommunication, University, Software Company, IT Enabled Service, NGO, Multinational Companies, CNG, Electronic Equipment/Home Appliances, Real Estate, Overseas Companies, Research Organization, Mobile Accessories

### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"> <li>• Network Engineering</li> <li>• Telecommunication</li> <li>• Electrical/Electronics</li> <li>• Computer Engineering</li> <li>• Electrical/Electronics</li> <li>• Administrative/Executive</li> <li>• Administration</li> <li>• Scientific Research</li> <li>• Management Research</li> <li>• Industrial &amp; Production Engineering</li> </ul>	<ul style="list-style-type: none"> <li>• Have very good command in CMS (Customer Management System), Technical Justification, Assets,NTTS, SARF, Flex Abis, TRX upgradation, Mapinfo professional.</li> <li>• Very strong Interpersonal and communication skill</li> <li>• Analytical and problem solving abilities</li> <li>• Able to work in a stressed situation</li> <li>• Habit to work in harmony</li> <li>• GSM basic knowledge and GSM evolution 2G, 3G , 4G &amp; GSM Architecture</li> <li>• CDMA, WCDMA Knowledge</li> <li>♣ Transmission Network - Modulation Technique, Multiplexing etc.</li> <li>♣ Data Network : GPRS, EDGE, UMTS, HSDPA, LTE</li> <li>♣ Network Benchmarking and Network Performance analysis, Network Benchmarking KPI</li> <li>♣ Fundamental knowledge on Transformers, AC Generator, DC Generator, AC Motor, DC Motor, Boiler, Synchronous</li> </ul>

	Motor, Synchronous Generator, Measurement and Instrumentation ♣ Knowledge on Power System Networks, Fault Analysis, Power system harmonics, Overhead power transmission lines and underground cables ♣ Knowledge on BJT, MOSFET, Rectifier, Voltage and Current Controller, Trip Circuit, MCB, MCCB, Fuse, Relay etc ♣ Knowledge on equipments of BTS and transmission system ♣ Knowledge of TDMA, FDMA etc. ♣ OSI Model, SS7 Protocol & Layers, Operation & Maintenance Knowledge ♣ Data Network : GPRS, EDGE, UMTS, HSDPA, LTE
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### **Extra Curricular Activities:**

- Active participant of “Winter Cloth Distribution Program” under CRD (Center for Rights and Development) held at Panchagar
- Active participant of “Winter Cloth Distribution Program” held at Bhola
- Certificate on “Say No to Drugs” program held at Government Laboratory High School
- Member of IEEE, Student Branch, AUST
- Volunteer in different programs in school, college and university
- Blood Donor
- Debating
- Participant in Football, Cricket, Badminton Tournament
- Participant in Cyber Games Competition
- Active member of BD Cyclist

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High
Hindi	Low	Low	High

### **Personal Details :**

Father's Name : MD.Raihan Uddin  
 Mother's Name : Jahan Ara Raihan  
 Date of Birth : September 8, 1991  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Vill-Kulonia,P.O-Dogachi,P.S+Dist-Pabna  
 Current Location : Dhaka

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

Name : Muntasir Mamun  
 Organization : PWD  
 Designation : Sub-divisional Engineer  
 Address : Public Work Department (PWD),  
 Government of People`s Republic  
 of Bangladesh  
 Phone (Off.) :  
 Phone (Res.) :  
 Mobile : 01819414640

Email : shoyb\_cee@yahoo.com  
Relation : Family Friend