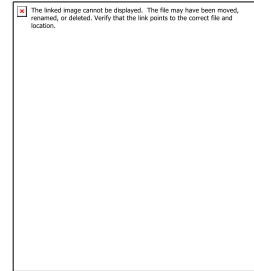Applied For: **IT Executive (Sylhet)**

Last Updated : *January 23, 2018*

BIJOY KUMAR MANDAL

Address: H.N.-665/1, Jhawtala(south), 1st Kandirpar, Ideal Sadar, Comilla-3500.
Home Phone: +8801913683731
Mobile : +8801672-341222
email:bijoymandal68@yahoo.com, bijoymandal68@gmail.com

Career Objective:

A challenging position that match with my education and interested which will help to utilize my skill & expertise to achieve the ultimate mission of an institution in ICT / Development / Banking sector with a desire to consistent work.

Career Summary:

Time of Experience: From 16th February, 2014 to till now.

* Working experience on education sector.
* Experience on technology management.
* Good experience on IT maintenance.

Special Qualification:

* Good technical skills and Quick learner.
* Very Good organizing capability.
* I am motivated & dedicated to other than myself interest.
* Have a good understanding power of new technology.
* Good working & managing capability in under-pressure.

Employment History:

Total Year of Experience : 4.3 Year(s)

1. **Officer (IT) (December 11, 2017 - Continuing)**

   Janata Bank Limited
   Company Location : Katghar Branch, Potenga, Chittagong.
   Department: ICT

2. **Lab Technician (Physics) (October 20, 2016 - December 7, 2017)**

   Bangladesh Army International University of Science & Technology (BAIUST)
   Company Location : Comilla Cantonment, Comilla
   Department: Physics
   Duties/Responsibilities:
   * Rendering technical support to the students during practical classes.

* Rendering assistance to the teachers for preparing lab report, practical classes and conduct of examinations.
* Maintenance, proper utilization and ensuring proper security of all types of laboratory equipment and instruments.
* Supporting Lab Technician in Software Engineering lab.

3. **Lecturer (June 30, 2016 - October 19, 2016)**

   Feni National College
   Company Location : S.S.K. Road, Star Line Complex, Feni.
   Department: Information & Communication Technology (ICT)
   Duties/Responsibilities:
   * Prepare lesson materials, equipment, and demonstrations with.
   * Plan, prepare and develop various teaching aids such as PowerPoint Slides for multimedia classes, various figures, charts for lecture.
   * Observe students performance, and record relevant data to assess progress.
   * IT system management & ICT lab maintenance.

4. **Lecturer (February 16, 2016 - June 30, 2016)**

   Comilla Bigyan College
   Company Location : 2nd Muradpur, Ideal Sadar, Comilla.
   Department: Information & Communication Technology (ICT)
   Duties/Responsibilities:
   * Prepare lesson materials, equipment, and demonstrations with.
   * Plan, prepare and develop various teaching aids such as PowerPoint Slides for multimedia classes, various figures, charts for lecture.
   * Observe students performance, and record relevant data to assess progress.

5. **Demonstrator (May 10, 2015 - February 3, 2016)**

   Comilla Shikha Board Model College
   Company Location : Shaktola, Sadar (South), Comilla, Bangladesh.
   Department: Information & Communication Technology (ICT)
   Duties/Responsibilities:
   * Network & Hardware maintenance and trouble shooting.
   * Teaching ICT in high school section.
   * Demonstrate ICT practical in higher secondary section.

6. **Program Assistant (February 16, 2014 - May 9, 2015)**

   Center for Mass Education in Science
   Company Location : Road No: - 19 (old), Dhanmondi (R/A), Dhaka.
   Department: Technology & Income generation
   Duties/Responsibilities:
   * Provide IT support to service center in critical trouble.
   * Working on improve an MIS software (Orange HRM) according to the organization's requirements.
   * Field management from the central office.
   * Supervise & drive the trades: - Electrical & Electronics, Solar Electrification & Home system, Mobile Servicing & Repairing.
   * Maintaining and evaluation of the field level.
   * Arranging seminar, workshop at the central level.
   * Arrange technical training, up-graduation training for the trade instructors.
   * TVET curriculum writing and conduct training for the instructor on TVET curriculum.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration

Masters	Information Technology	Jahangirnagar University	Appeared	2016	1 Year
Post Graduate Diploma	Information Technology	University of Dhaka	CGPA:3.15 out of 4	2013	1 Year
M.Sc. (Final)	Physics	National University	First Class, Marks :63.17%	2010	1 Year
B.Sc. (Hons.)	Physics	National University	Second Class, Marks :51.5%	2009	4 Year
HSC	Science	Comilla Govt. College	CGPA:3.5 out of 5	2006	-
SSC	Science	Keronkhal High School	CGPA:3.5 out of 5	2003	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
OOP(MVC) with PHP Codelnighter Framework	HTML, HTML-5, CSS, CSS-3, JavaScript, J Query, PHP(OOP), Codelgnighter Framework	BASIS Institute of Technology & Management (BITM)	Bangladesh	BDBL building, Karwan Bazar, Dhaka	2014	120 hours
Modern Office Management & Computer Application	Microsoft (Word,Excel,Power-point,Excess,Internet), Shorthand (Bangla & English), Office Management, Life Skill Development	Department Of Youth Development, Comilla Center.	Bangladesh.	Comilla.	2012	6 month

Career and Application Information:

Looking For	:	Mid Level Job
Available For	:	Full Time
Present Salary	:	Tk. 18000
Expected Salary	:	Tk. 18,000
Preferred Job Category	:	Education/Training, IT/Telecommunication
Preferred District	:	Chandpur, Cumilla, Cox's Bazar, Dhaka, Feni
Preferred Country	:	Germany, Ireland, United Kingdom, United States, Australia, Canada, France, Singapore, South Korea, Switzerland
Preferred Organization Types	:	Banks, Insurance, Telecommunication, Software Company, IT Enabled Service, Electronic Equipment/Home Appliances

Specialization:

Fields of Specialization	Description
• C/ Turbo C • HTML/ DHTML • MySQL • PHP	Project : - Topic: - Insurance Management System (Database of all employees). Using Tools: - Oracle 10g Enterprise Edition, Oracle 10g Form Developer.

• Life Insurance • MS Word/ Excel/ PowerPoint/ OneNote • Oracle • NGO/ Other Services • Electrical/ Electronics • CodeIgniter	Duration: - 10th November, 2013 – 20th January, 2014. Good skill in HTML, CSS, HTML5, JavaScript. Good Knowledge about Software Engineering. On other side good technical skill in Electronic circuits & all kinds of lab experiments related to Physics. * Passed 10th NTRCA exam in 2014 for Post of Lecturer (Computer Science). * Passed 9th NTRCA exam in 2013 for Post of Assistant Teacher (Computer Education). * Passed 8th NTRCA exam in 2012 for Post of Lecturer (Physics).

Language Proficiency:

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

Personal Details :

Father's Name	:	Ranjit Kumar Mandal
Mother's Name	:	Suda Rani Mandal
Date of Birth	:	July 11, 1987
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Bangladeshi
Religion	:	Hindu
Permanent Address	:	HN.-665/1, Jhawtala(south), 1st Kandirpar, Ideal Sadar, Comilla-3500.
Current Location	:	Dhaka

Reference (s):

		Reference: 01	Reference: 02
Name	:	Dr. Ratna Rani Das (BCS-Health)	Mr. Haripad Das (BCS- General Education)
Organization	:	Comilla Sadar Hospital.	Comilla Womens Govt. College.
Designation	:	Assistant Sergeon	Associate Professor
Address	:	Laksam Road, Sadar,Comilla-3500.	Talpukur Par, 1st Kandirpar,Sadar, Comilla- 3500.
Phone (Off.)	:		
Phone (Res.)	:		
Mobile	:	01711-748791.	01711-782173.
EMail	:		
Relation	:	Family Friend	Others