

CURRICULUM VITAE OF NADIRA SULTANA

House No # D-85, Khulna Bidyut Kendra R/A
Post # G.P.O-9000, Khalishpur, Khulna.
Mobile: +8801515674116, +8801818515844
Email: nadirarainbow@gmail.com



Personal Details:

Name : Nadira Sultana
Father's Name : Abul Bari
Mother's Name : Hafiza Aktar
Present Address : House No # D-85, Khulna Bidyut Kendra R/A
Post # G.P.O-9000, Khalishpur, Khulna.
Permanent Address : Village # Pasharibunia, Post # Pasharibunia 8550
Bhandaria, Pirojpur.
Date of Birth : 25th December 1994
Nationality : Bangladeshi (By Birth)
National ID Card No : 9127103613
Marital status : Unmarried
Religion : Islam (sunni)
Gender : Female
Height : 5'1"
Blood group : O+ (Positive)
Email : nadirarainbow@gmail.com
Mobile : 01515674116

Career Objective:

I want to build up my career as a successful person through smart work in a dynamic & challenging field where I will able to explore my creativity for achieving the goal set thorough continuous learning to excel my career for obtaining responsible position in a well reputed organization to work for it with sincerity and integrity.

Academic Qualification:

Name of Exam	Educational Institution	Group	Passing year	Board/ University	Grade point
S.S.C	Khulna Bidyut Kendro High School	Science	2009	Jessore	5.00
H.S.C	Bangladesh Noubahini (NAVY) School And College,Khulna.	Science	2011	Jessore	4.50
BSc(Hon's)	KCC Women's College	Food And Nutrition	2017	Khulna University	2.76

Computer Skills:

- MS Office (MS Word, MS Excel, Power Point, MS Access).
- Windows, Internet and Web Browsing.

Language Proficiency:

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	Medium

Strengths:

- Honest, confident, punctual.
- Ability to manage work under pressure.
- A "can-do" attitude and a dynamic approach to problem-solving.
- Effective communication skills to work with individuals at all levels in organizations.
- Hardworking.

Experience:

- Working as a Assistant Teacher in Khalishpur Ideal School, Khalishpur, Khulna.
- Working as a field officer in MRCB project company.

Interest:

Handicraft, Cooking, Photograph, travelling, reading business journals & magazines.

Reference:

Md. Touhidul Islam
Accounts Officer
Rajshahi Cadet College
E-mail : touhidaobcc@gmail.com
Cell : 01718444708

Md. Faisal Ahmed
Sub Assistant Engineer (Mechanical)
Hazrat Shah Chandrapuri Jute Mills Ltd.
Dumuria, Khulna.
E-mail : faisalahmedrabby@gmail.com
Cell : 01954403355

I shall respond to your further queries should you require so.

Would you please, considering my qualification and experience, give me the opportunity to face interview to prove my competence for the post.

Nadira Sultana

Nadira Sultana

