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CAREER SUMMARY

Ready to work under tremendous stress and responsibility in a dynamic working environment with professional and positive bend of mind. Worked at PRAN-RFL (Management Trainee), Adking Limited (Marketing Executive) Concord Group of Companies (Executive, Marketing).

SKILL

Personal skills: Strong communications and interpersonal skills

Professional skills:

Technical skills: Windows 8 and below. Ms Office Suite.

QUALIFICATION

Attained:

2013 BBA 3.65/4.00 Cardiff Metropolitan University

EXPERIENCE

Company: Concord Group of Companies

Work Time: 2nd-February-2019 To 2nd-October-2019

Location: Concord Centre, 43 North Commercial Area, Gulshan, Dhaka-1212, Bangladesh

Designation: Executive, Marketing

Tasks:

Event planning, budgeting and activation

Sourcing for sponsorships

Maintaining a healthy relationship with clients

Meetings with clients

Corporate meetings

Preparing meeting minutes

Market campaign

School campaign

Promotional activities like ATL and BTL for Concord Entertainment Company Ltd

Company: Adking Limited

Work Time: 15th-September-2015 To 15th-November-2015

Location: 50/1-A Purana Paltan Line (1st floor), Dhaka-1000

Designation: Marketing Executive

Tasks:

Meeting with clients and understanding their needs, aims and objectives

Advising clients on branding, product development and pricing strategy

Presenting solutions, prepositions and ideas to clients

Keeping client records up-to-date and accurate

Helping to design and write up advertising and promotional materials

Designing flyers, bunting, leaflets and brochures

Developing circulars, posters and banners

Developing calendars

Maintaining sustainable relationships with all sorts of media

Company: PRAN-RFL GROUP

Work Time: 10th-February-2014 To 30th-

June-2014

Designation: Management Trainee (BRAND)

Tasks:

Monitoring and developing brands

Market research with SR, TSM and RSM

Factory visits for observation and inspections

Location: PRAN-RFL CENTRE, 105 Middle Badda, Dhaka-1212

Individual market research

Identifying the core problems associated with the brands

Reporting it to senior managers

Providing feasible solutions

Developing business plans

Participation in meetings

Market Activations

Analyzing and updating sales record

Personal selling

CV made using Thousand.Careers