



# Subhadip Paul

🏠 Dhaka-1212

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## OBJECTIVE

Develop myself as a professional in a challenging position providing career enhancement, communication skill development and marketing experience. I am prepared to give my total effort by using my educational knowledge and skills to meet the company goal, strengthen my future professional career and serve my family as well as my country.



## EDUCATION

**Bachelor in Business Administration | Metropolitan University, Sylhet.**

2013 – 2018

CGPA: 2.57 (on a scale of 4.00)

**HSC in Science | Modan Mohan College, Sylhet.**

2012

GPA: 2.40 (on scale of 5)

**SSC in Science | Sylhet Pilot School**

2010

GPA: 4.25 (on scale of 5)



## SKILLS

### Computer Skills:

MS Word, MS Excel, MS PowerPoint

### Technical Skills

Customer Support, Client Service

Distribution, Supply Chain Management

Retail Management, Consumer Durables - Sales

& Marketing, Market/ Consumer Research

International, Export Marketing Financial/

Banking service, Relationship Marketing

### Interpersonal Skills

- Fluency in Communication; both in Bangla and English
- Problem Analysis and Solving
- Management of Personnel and Financial Resources
- Leadership and Negotiation Skill
- Good organizing skill



## INTERNSHIP

### NRB Global Bank Limited

Company Location : Optimum Tower 66, Chayatoru, VIP road, Lamabazar, Sylhet, Bangladesh

Department: General Banking

### Duties/Responsibilities:

Bank account opening of Customers, Accounting Data Entry, Issue Cheque books and deposit books, Inward/outward file receive and management



## DETAILED INFORMATION

**Father's Name:** Subhabrata Paul

**Mother's Name:** Sujala Paul

**Date of Birth:** 31 October, 1993

**Blood Group:** o+

**Nationality:** Bangladeshi

**Marital Status:** Unmarried

**Religion:** Hindu

**Hobby:** PC Gaming, Traveling, Reading

**Present Address:** Shopnonir Ali Villa, Nurur Chala,  
Vatara, Dhaka 1212

**Permanent Address:** Bithika 25/B, Noyapara,  
Lamabazar, Sylhet 3100



## REFERENCE

Debasish Roy  
Assistant Professor  
Department of Business Administration  
Metropolitan University, Sylhet  
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Arabinda Chowdhury  
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Optimum Tower 66, Chayatoru, VIP road,  
Lamabazar, Sylhet, Bangladesh  
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Phone: +880821728980

I hereby declare that all the information given above are true to the best of my knowledge and I am ready to provide with the proofs if requested.

Sincerely  
Subhadip Paul