

Tausif Ahmed Chowdhury

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Bangladesh

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**Career Objective**

I am an Energetic & reliable person with academic experience in human behavior, communications, computer operating and data entry, currently seeking an opportunity to make myself prepared for the next challenging world that seeks an ambitious and career conscious person.

Educational Qualifications

Degree	Major	CGPA/GPA	Institution	Passing Year
M.S.S.	Social Work	3.20 out of 4	Sahjalal University of Science & Technology, Sylhet	2016
B.S.S.	Social Work	3.14 out of 4	Sahjalal University of Science & Technology, Sylhet	2015
HSC	Science	4.5 out of 5	Scholarshome College, Sylhet	2011
SSC	Science	5 out of 5	Sylhet Govt. Pilot High School, Sylhet	2009

Computer Knowledge

- Expert in Microsoft Word & Excel.
- Expert in Microsoft PowerPoint.
- Magazine, Banner, Logo, brochure designing efficiency.
- Expert in Adobe Photoshop, Adobe Illustrator.
- Fast Typing Speed
- Expert in Internet browsing and marketing.
- Capable to learn any kind of software very quickly.

Self Assessment

- Strong desires for leading an honest life with dignity.
- Aspiration to build a career showing superior performance.
- Energetic, Sincere, Hardworking, honest and Dutiful.
- Able to work at any time at any place.
- Able to work as an effective team member.
- Having leadership quality.

Language Proficiency

- **Bengali:** Good communication & presentation skills in Bengali as a native speaker.
- **English:** Good communication & presentation skills in English as a secondary language.

Experience and Interests

- Former online activity director of a brand shop Hamd
- Former brand promoter of Pushti Group.
- Field level academic experience in communicating with mass people.
- Volunteer of Transparency International Bangladesh (TIB).
- Worked as a general member in two University Clubs.
- Arranged different programs inside and outside the University.

I am a social and cooperative person with the ability of influencing others. My area of interest is to work on virtual corporate world. I have a keen interest in technological innovation and creativity. If I am selected as a virtual assistant, I can satisfy you with my potentials.

Personal Details

Father's Name	: Koysar Ahmed Chowdhury
Mother's Name	: Meherun Nessa Chowdhury
Date of Birth	: July 19, 1994
Marital Status	: Married.
Nationality	: Bangladeshi
Religion	: Muslim.
Blood group	: O+
Permanent Address	: Village: Khilogram, Post Office: Barohal, Thana: Zakiganj, District: Sylhet, Bangladesh.

Referees

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