

# Curriculum vitae

## SALEH AHMED RAFI



Durbar 181, Sheikhghat, Kolapara,  
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### CAREER OBJECTIVE

Willing to work in a career based well known organization where success comes through creativity, hard work, sincerity and devotion to duty in achieving organizational goal as well as enriches Knowledge

### EDUCATIONAL QUALIFICATION:

#### BBA(Honors)

Institution: Leading University  
Department: Business Administration  
Running year: 4<sup>th</sup>

#### Higher Secondary Certificate (H.S.C):

Institution: Madan Mohan College  
Group: science  
Passing year:2019  
Board: Sylhet  
Result: 3.17

#### Secondary School Certificate (S.S.C):

Institution: Police Lines High School  
Group: science  
Passing year:2017  
Board: Sylhet  
Result: 4.82

### SKILL:

I am well conversant with Microsoft Office 2007,2016. Internet Browsing, E-mailing & Communicating. Expert and fluent in Bangla and English.

Having the ability to make phone calls by speaking clearly and slowly in a professional manner. And also good at Time management, teamwork, leadership, active listening, problem solving and organization.

And also experience has Verbal and presentation skills, Project management & Collaboration.

### PERSONAL INFORMATION:

Father's name: Md. Somru Miah.

Mother's name: Shely Begum.

Date of birth: 11 august 2001.

Marital status: single.

Religion: Islam (Sunni).

Blood group: A+.

Permanent address: Durbar 181, Sheikhghat, Kolapara, Sylhet -3100.

## REFERENCE:

**1. Rubel Ahmed Masum**

Director

Holy Group, Sylhet.

Mobile Number: 01752754361

**2. Anam Ahmed**

Lecturer

Department of English

Leading University Sylhet

Mobile number: 01625-141600



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signature