

SAJIDA RUDMILA

16 A-3 Concord Twin Tower, 27/A Chamellibagh,
Shantinagar, Dhaka 1217.

Contact No: +88 01798596848

email: srtanila@yahoo.com



Objective:

To obtain a valuable position in a renowned Financial Institution where there is an opportunity to work with a team in challenging and competitive environment through my dedication, hard work and passion.

Educational Qualification:

B.B.A (Major in Finance) **2013-2016**

University of Dhaka

CGPA: 3.07 on a scale of 4.0

Higher Secondary Certificate (H.S.C) **2012**

Scholarshome School and College

Result- 5.00 on a scale of 5.00

Secondary School Certificate (S.S.C) **2010**

Scholarshome School and College

Result- 5.00 on a scale of 5.00

Work Experience:

- Intern at **First Security Islami Bank** from 1st January, 2017 to 30th March, 2017
- Student Mentor at SOFS coaching center.
- Private tutor of H.S.C student
- **Senior Associate**- House Of Volunteer, Bangladesh (HoV,BD)
- Worked as **Core Member** of DUMUNA
- Worked as the **Core Member** of Voice of Business(VOB)

Skills:

- Have a good Communication and Leadership skill as I worked for **Cultural Club** of Scholarshome.
- Ability to work as a **Team Player** and also a **Team Leader** whenever required
- Basic computer operation Ms-Word, Ms-Excel, Ms-Power Point
- Good Presentation/Public Speaking Ability at any given Moment

Achievements:

- Achieved **Education Board scholarship** for **H.S.C Examination Result**.
- Achieved **Education Board scholarship** for **S.S.C Examination result**.
- Achieved **District Councilor Scholarship** for **S.S.C Examination result**.

Projects (major)

- Prepared prospectus for Investment Banking and Lease Financing course.
- Prepared report valuation of BD Lamps Ltd. for the Financial Analysis and valuation course.
- Constructed portfolio for portfolio management course.

Also prepared reports on relevant topics for all 40 courses.

Co-Curricular Activities:

- Frequent Involvement in Adventurous **Travelling**
- Involvement in **Crafting**
- Poetry **Recitation**

Personal Data:

- ❖ **Father's Name:** Mr. Md Abu Bakar
- ❖ **Mother's Name:** Mrs. Khandaker Rafia Khalique
- ❖ **Date of Birth:** 15th May, 1994
- ❖ **Nationality:** Bangladeshi
- ❖ **Religion:** Muslim
- ❖ **Marital Status:** Single
- ❖ **Blood Group:** A(+ve)

Reference:

Hossain Ahmed Enamul Huda

Assistant Professor

Department of Finance

University of Dhaka

Mob: +8801911745225

Email: haehida@gmail.com

Foiz Ahmed

Executive Vice President

Head of International Division

First Securities Islami Bank Limited

Mob: +8801713375054

Email: foiz@fsiblb.com