

POLY SARKER

80, Kajalshah, R/A, Block – D, R/A,
Medical Road, Sylhet.

Ph: 01764287951

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**Objective:**

Seeking a full-time position that offers me a consistently positive atmosphere to learn and apply my academic knowledge and skills for the betterment of the organization through enthusiasm, hard work & sincerity.

Skills and Experience:

- Experience in handling remittance section of Uttara Bank Ltd for 3 months.
- Able to work independently as well as in a team.
- Co-operative, innovative & hardworking.
- Currently working at LankaBangla Finance Ltd as a Trainee Business Executive.

Education:

2017 –2018: Master of Business Administration (MBA) in Finance and Banking

Institute: Metropolitan University, Sylhet.

CGPA: 3.23 in the scale of 4.00

2013 – 2016: Bachelor of Business Administration (BBA) in Finance and Banking

Institute: Metropolitan University, Sylhet.

CGPA: 3.44 in the scale of 4.00

2011 : Higher Secondary Certificate (H.S.C)

Institute: Madan Mohan College, Sylhet

Group: Science.

CGPA: 3.80 in the scale of 5.00

2008 : Secondary School Certificate (S.S.C)

Institute: Blue Bird High School, Sylhet.

Group: Science.

CGPA: 4.38 in the scale of 5.00

Additional Skills:

Language proficiency: English (very good command), Bangla (excellent command).

Computer skill : Microsoft office (Word, Excel, PowerPoint)

Writing skill : Excellent with good hand writing.

Personal Information:

Father's Name: Rati Kanta Sarker.

Mother's Name: Dula Sarker.

Date of Birth: 15th February 1992.

Gender : Female.

Religion : Hindu.

Nationality : Bangladeshi.

References:

Niresh Chandra Das	Sumanta Gupta
President 2015-16	Junior Officer
Rotary Club of Jalalabad, Rid-3282	NCC Bank
General Manager (Rtd) Uttara Bank Ltd.	Chowhatta Branch, Sylhet
Contact No: +880 1720691422	Contact No: +880 1717674310

I hereby declare that the information given above correct to the best of my knowledge.

(Poly Sarker)