



## Fahad Sultan

Address: 39 Oikkatan, Pirmoholla, Sylhet

Phone: 01708684836

Email: xyrsyrex@gmail.com

---

### CAREER SUMMARY

---

• An HSC candidate studying in British Bangladesh International School and College, Madina Market, Sylhet. • Decent communication and written skills with an ability to work under deadline • Checked for the accuracy of the completed work as well as verified the entered data • Extensive knowledge of MS Word, MS Excel and other software. • Handled confidential information in a professional manner • Ability to prioritise daily work as well as multitask • Reliable and friendly nature with ability to function in a fast paced environment.

### SKILL

---

|                      |  |
|----------------------|--|
| Personal skills:     | English, Bangla, Hindi,  |
| Professional skills: | Profound ability to work independently, Have strong communication skills, Have ability to use a variety of methods and approaches in different circumstances to get the best end result, Capable of thinking outside of the box and coming up with creative solutions, Always eager to learn and gain new experiences, |
| Technical skills:    | Adobe Photoshop, Adobe Premiere Pro, Microsoft Word, Microsoft Excel,  |

### QUALIFICATION

---

|           |     |      |   |
|-----------|-----|------|---|
| Attained: |     |      |   |
| 2018      | JSC | 4.23 | British Bangladesh International School and College |

### EXPERIENCE

---

#### Training

---

|            |                   |
|------------|-------------------|
| Institute: | Training Time: To |
| Location:  |                   |
| Topics:    |                   |

## Extra Curriculum Activities

---

Reading Books

Listening to Music

Writing Story

Playing Chess

## REFERENCE

---

Himal Paul  
Staff India  
Data Entry Operator  
01776191900  
himalpaul112@gmail.com  
Family Friend

Durjoy Das Dip  
Lafargeholcim Bangladesh Ltd.  
IT Help Desk Officer  
01723865838  
durjoy.cse.it@gmail.com  
Family Friend

CV made using [Thousand.Careers](#)

