

## Curriculum Vitae

***Fahim Ahmed***

Date of Birth: 12/01/2001

Nationality: Bangladeshi

Present Address: 45/4 Ali bhobon, Akhalia, Sylhet

Permanent Address: Ismailchok, Baudhoron, Jagannathpur, Sunamganj

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### ***Career Objective:***

Use my skills and potential to assist an organization to achieve its objective while seeking long term career with growth

### ***Education:***

Certificate: Level 3 in Business Studies

Year: 2018

Institution: OTHM

Diploma: Level 3 in Business Studies

Year: 2019

Institution: OTHM

### ***Personal Information:***

Religion: Islam

Marital Status: Single

Blood Group: O+

Father`s Name: Faruk Ahmed

Mother`s Name: Afiya Begum

### ***Language:***

Bangla Native

English Fluent

Hindi Fluent

***Technical Skills:***

MS word  
MS Excel  
MS Power Point  
Photoshop

***Core Competencies:***

Communication Skills  
Social Media Interacting  
Information Collection and Manager  
Organizing and Planning Skills

***Hobbies:***

Photography  
Music  
Traveling

***Work Experience:***

Receptionist (Ali`s English Institute, April-November 2019)  
Food panda (January 2020 and Till Now)

***Reference:***