

# Curriculum vitae *of*

**FARHANA AKTER**

Cell: +8801703297148

Email: akterf908@gmail.com



## **Career Objective**

*To build up a challenging and rewarding career in a reputed organization that will provide structured career advancement within the extent of competitive and dynamic environment where my proper interpersonal and communication skills will be applied to meet organizational interests.*

## **Education Qualification**

### **1. Masters of Business Administration (M.B.A)**

Institute : Leading University, Sylhet  
Result : 3.57  
Subject : Human Resource Management  
Passing Year : 2017  
Name of Board : Sylhet

### **2. Masters of Business Administration (M.B.A)**

Institute : Madan Mohan College  
Result : 3.09  
Subject : Accounting  
Passing Year : 2018  
Name of Board : National University

### **3. B.Com (Pass)**

Institute : Barlekha Degree College, Moulvibazar  
Result : First Class  
Group : B.com  
Passing Year : 2013  
Name of Board : National University

### **4. Higher Secondary Certificate**

Institute : Nari Shikka Academy Degree College, Barkekha, Moulvibazar  
Result : 3.90  
Group : Business Study  
Passing Year : 2010  
Name of Board : Sylhet

|                                        |                                                                                                                                                                                                                                                      |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                        | <b>5. Secondary School Certificate</b><br>Institute : Sahera Muktadir Mohila Madrasha,<br>Barlekha, Moulivebazar<br>Result : 4.56<br>Group : Humanities<br>Passing Year : 2008<br>Name of Board : Madrasha                                           |
| <b>Computer Skill</b>                  | ◇ MS-Word , MS- Excel & MS-power point<br>◇ Networking basic & internet application.                                                                                                                                                                 |
| <b>Language proficiency</b>            | Good spoken and written skill in Bengali as well as in English.                                                                                                                                                                                      |
| <b>Personal Details</b>                | Full Name : Farhana Akter<br>Father's Name : Abdul Mannan<br>Mother's Name : Nazma Begum<br>Date of Birth : 13/11/1993<br>Nationality : Bangladeshi<br>Religion : Islam<br>Gender : Female<br>Marital Status : Single<br>Mobile Number : 01703297148 |
| <b>Present &amp; Permanent Address</b> | Vill : Muhammad Nagor<br>Post Office : Barlekha<br>Police Station : Barlekha<br>District : Moulvibazar                                                                                                                                               |



Signature

Date: