

Applied For: **Wordpress Developer**

Last Updated : **July 29, 2017**

KAZI FATEMA TUZ ZOHORA

Address: C/O,Kazi Fatema Tuz Zohora House no: 46,2nd floor, Polashi, Kazi Elias,
Zindabazar, Sylhet.
Home Phone: 01788521205
Mobile : 01760079220
email:zohora17@gmail.com, aurinzohora@gmail.com



Career Objective:

To be placed in a dynamic and challenging firm where I can utilize my interpersonal skills, creativity and learning experience to develop myself as well as to contribute in the welfare to the organization.

Career Summary:

- ♣ Foundation Program on Banking.
- ♣ Money Laundering Prevention & Anti Terrorism act-2012.(Amendment in 2015)

Special Qualification:

- ⌘ Proficient in Microsoft Office (MS Word, MS Excel, MS Power Point, HTML, Notepad++)
- ⌘ Windows & Internet Browsing.

Employment History:

Total Year of Experience : 2.5 Year(s)

1. Sales Executive (May 2, 2017 - Continuing)

NRB Bank Limited

Company Location : Sylhet
Department: Retail Banking

Duties/Responsibilities:

- ⌘ Achieving sales target both Asset & Liabilities (i.e. Personal, Home, SME Loan, Credit Card etc.)
- ⌘ Provides high qualities service regarding customers queries on demand.
- ⌘ Maintain compliance as per internal and external guidelines.

2. Trainee Sales Executive (March 5, 2016 - Continuing)

Eastern Bank Limited

Company Location : Sylhet
Department: SME Laibility

Duties/Responsibilities:

SME Business

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Masters of	Finance & Banking	Leading	CGPA:3.76	2017	1 year

Business Administration (MBA)		University, Sylhet	out of 4		
BBA	Accounting & Information System	Leading University, Sylhet	CGPA:3.53 out of 4	2015	2011-2015
HSC	Business Studies	Madan Mohan	CGPA:4 out of 5	2009	2008-2009
SSC	Business Studies	N.G.F.F. School	CGPA:4.19 out of 5	2007	2006-2007

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Internship		Mutual Trust Bank Limited	Bangladesh	Sylhet	2015	3 months

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Present Salary : Tk. 12000
 Expected Salary : Tk. 25,000
 Preferred Job Category : Accounting/Finance
 Preferred District : Sylhet
 Preferred Country : Australia, Canada
 Preferred Organization Types : Banks, Investment/Merchant Banking, Event Management, Govt./ Semi Govt./ Autonomous body, Development Agency, Direct Selling/Marketing Service Company, Group of Companies, Call Center, Fast Food Shop, Financial Consultants, Departmental store, Industrial Machineries (Generator, Diesel Engine etc.)

Language Proficiency:

Language	Reading	Writing	Speaking
English	High	Medium	Medium
Bangla	High	High	High

Personal Details :

Father's Name : Kazi Amirul Islam
 Mother's Name : Kazi Shanaz Parvin
 Date of Birth : December 31, 1991
 Gender : Female
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : ISLAM
 Permanent Address : C/O,Kazi Amirul Islam Vill: Darikandi (Kazi Bari). PO: Jibongonj Bazar. PS: Bancharampur. Dist: B.Baria.
 Current Location : Sylhet

Reference (s):

Reference: 01

Reference: 02

Name	: Kazi Murshed Hossain Kamal	Md. Abdul Ahad Miah
Organization	: Bangladesh Development Bank Ltd.	Mutual Trust Bank Ltd.
Designation	: Director	Vice President, Manager
Address	: 32/2. Circular Road, Dhanmondi, Dhaka-1205	City Center 1st floor, Zindabazar Branch, Sylhet.
Phone (Off.)	: 8628677	+880821711328
Phone (Res.)	:	
Mobile	: +8801711-381472	+8801730080255
EMail	: murshed.kamal@hotmail.com	aahad@mutualtrustbank.com
Relation	: Relative	Relative