# Applied For: Virtual Assistant (for our Sylhet Office so You must be living in Sylhet)

Last Updated: January 16, 2014



Address: Flat # 603, Waris Mohesena Tower, 133 Kabi Nazrul Islam Road, Alkoron-4000,

Chittagong

Home Phone: 01610004480 Mobile: 01818699722

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#### **Career Objective:**

To serve in a well-structured organization and to deliver highest level of outcomes to enhance organizational efficiencies as well as to ensure personal carrier growth.

#### **Employment History:**

**Total Year of Experience :** 6.4 Year(s)

#### 1. Excutive Officer (Asstt. Programmer) ( July 2, 2012 - Continuing)

#### Janata Bank Ltd.

Company Location: Area Office, Cox's Bazar.

Department: IT

## **Duties/Responsibilities:**

- IT Support in under Branch's
- Banking Software Maintenance
- Developed Some Banking Related Customize Software

## 2. Lecturer ( September 1, 2011 - June 30, 2012)

## **Chittagong Technical College (CTC)**

Company Location: Chittagong

Department: CS

#### **Duties/Responsibilities:**

Teaching in Diploma Engineering courses on below mentioned subjects.

- Basic Programming
- Database Management System
- Visual Basic
- Also need to work on organizational coordination activities; like making class schedule, examination schedule, etc.

## **Academic Qualification:**

<b>Exam Title</b>	Concentration/Major	Institute	Result	Pas.Year	Duration
B.Sc. in CSE	Computer Science & Engineering	Premier University, Chittagong	CGPA:3.65 out of 4	2011	4 Yrs

HSC	Science	Patiya Govt. College	CGPA:3 out of 5	2004	2 Yrs
SSC	Science	Kashiaish High School	CGPA:3.06 out of 5	2003	2 Yrs

## **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Foreign Remittance Payment System		Janata Bank Training Institute (JBTI)	Bangladesh	Dhaka	2013	1 Day
Foundation Course	General Banking	Janata Bank Training Institute (JBTI)	Bangladesh	Dhaka	2013	4 Weeks
Banking Application Software Installation, Operation, Maintenance & Support	Easy Banking, Floora Bank & Bexi Bank	Janata Bank Training Institute(JBTI)	Bangladesh	Dhaka	2013	3 Days
In House Software Development		Information Technology Department (System)	Bangladesh	Dhaka	2013	5 Day`s
Joomla		Chittagong Open Source Network	Bangladesh	Chittagong	2010	2 Days

## **Career and Application Information:**

Looking For : Mid Level Job
Available For : Full Time
Present Salary : Tk. 30000
Expected Salary : Tk. 15,000

Preferred Job Category : Engineer/Architect, IT/Telecommunication

Preferred District : Anywhere in Bangladesh.

Preferred Country : Australia

Preferred Organization Types : Software Company, IT Enabled Service, Computer

Hardware/Network Companies, Govt./ Semi Govt./ Autonomous

body, Engineering Firms

## **Specialization:**

Fields of Specialization	Description	
<ul><li>HTML/DHTML</li><li>DreamWeaver</li><li>C/Turbo C</li></ul>	1. MY 8 Semester Project is: Mobile SMS to get Semester Result (CGPA) [C-Sharp, SqlServer-2005]	
<ul><li>C#</li><li>ASP.Net</li><li>ActionScript</li></ul>	2. MY 7 Semester Project is: Online Chat Application [PHP, Java Script ]	

PHP

MS SQL Server

VB.Net

JavaScript

3. MY 6 Semester Project is:

Home Device Automation with Speech [Vb.net]

#### **Extra Curricular Activities:**

• Initiative & Driven - A self starter • Passion for innovation & creativity • Strong analytical and communication ability • Influencing people & gaining commitment • Team work & Team commitment • Ability to work under stress and pressure • High level of professional integrity • Have sound knowledge in Telecommunication Network architecture • Having knowledge in installation of microwave and BSS equipments in a BTS site

## **Language Proficiency:**

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

## **Personal Details:**

Father's Name : Haradhan Das Mother's Name : Sandhya Das

Date of Birth : December 25, 1986

Gender : Male
Marital Status : Married
Nationality : Bangladeshi
Religion : Hindu

Permanent Address : Vill: Mohira Perpera, P.O. Perpera, P.S. Patiya, Chittagong

Current Location : Chittagong

#### Reference (s):

Phone (Res.)

	Reference: 01	Reference: 02
Name	: Kingshur Dhar	Labanya Roy Lala
Organization	: Premier University, Chittagong	Teletalk Bangladesh Ltd.
Designation	: Lecturer	Asst. Manager
	1/A, O.R. Nizam Road, Prabartak	

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Relation : Academic Family Friend