

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

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KAZI WOHI DUZZAMAN

Address: House: 7/4-C, (2nd Floor), Torongo, Khasdobir, Sylhet.
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Career Objective:

To work with dedication for any organization that best caters my talent. I have keen interest in that area of profession where I can make worthy use of my potentiality and I can enjoy my work most.

Career Summary:

I am acting as a Lecturer, Department of Electrical & Electronic Engineering (EEE), Metropolitan University, Sylhet from February 2010. From February 2009 to July 2009 I served as a Student assistant, Dept. of ICT, Metropolitan University

Special Qualification:

Hard Worker, Quick Learner.

Employment History:

Total Year of Experience : 8.0 Year(s)

1. Lecturer (February 2, 2010 - Continuing)

Metropolitan University
Company Location : Sylhet
Department: EEE

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Masters in management information system	Business Administration	Metropolitan University, Sylhet	First Class	2011	1.5 year
B.Sc. (Hon's) in Electronics & Telecommunication Engineering.	Telecommunication	Metropolitan University, Sylhet	CGPA: 3.74 out of 4	2009	4 YEAR
HSC	Science	Chhatak College, Chhatak	CGPA: 3 out of 5	2004	2 YEAR
SSC	Science	Sylhet Pulp & Paper Mill High School, Chhatak.	CGPA: 4 out of 5	2001	-

Career and Application Information:

Looking For : Entry Level Job
Available For : Full Time
Expected Salary : Tk. 25,000
Preferred Job Category : Bank/Non-Bank Fin. Institution, IT/Telecommunication
Preferred District : Anywhere in Bangladesh.
Preferred Country : Italy, Netherlands, New Zealand, Saudi Arabia, Albania, Australia,
Brazil, Canada, Finland, Kuwait
Preferred Organization Types : Telecommunication, Manufacturing (Light Engineering & Heavy Industry), University, Advertising Agency, IT Enabled Service, Govt./Semi Govt./ Autonomous body, Engineering Firms, Airline, Electronic Equipment/Home Appliances, Real Estate, Tobacco, Plastic/ Polymer Industry

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none">• FrontPage• HTML/DHTML• Joomla• LAN/WAN• MS Access• MS Project• Windows XP/2000/ME/98• WiFi/Bluetooth• Wireless	

Extra Curricular Activities:

Student supervising.

Language Proficiency:

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

Personal Details :

Father's Name : Kazi Aftabuzzaman
Mother's Name : Salina Zaman
Date of Birth : November 19, 1986
Gender : Male
Marital Status : Single
Nationality : Bangladeshi
Religion : Muslim
Permanent Address : Vill+PO+PS: Jamalgonj, Dist: Sunamgonj, Sylhet
Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Dr. Md. Rashed Talukder	CM Mukammel Wahid
Organization	: Shah Jalal University of Science & Technology	Metropolitan University.
Designation	: Professor	Associate Professor
Address	: Sylhet-3114, Bangladesh	Sylhet-3114, Bangladesh
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Relation	: Academic	Professional