

Last Updated : **December 10, 2018**

MD.PAVEL RAHMAN

Address: 106,udayan school road,dakkhinkhan,,1230, Uttara Model
TwonTSO, Uttara, Dhaka 1230
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Career Objective:

To carry on a challenging position in a dynamic and progressive company. Where i can put my knowledge and skills for the benefits of the company.

Employment History:

Total Year of Experience : 6.1 Year(s)

1. **Asst. Principal Officer-1 (January 1, 2018 - Continuing)**

Walton BD

Company Location : Bashundhar R/A, Block-I,Dhaka ,Bangladesh

Department: Public Relation/Call Centre

Duties/Responsibilities:

Department Coordinator

Arrange Training For New & Old Employee.

2. **Asst. Senior Officer-1 (June 1, 2016 - January 1, 2018)**

WALTON BD

Company Location : Khilgaon,Dhaka

Department: Public Relation

Duties/Responsibilities:

Information & Quality Assurance

3. **Asst. Senior Officer-1 (August 17, 2015 - May 31, 2016)**

WALTON BD

Company Location : Khilgaon,Dhaka

Department: Public Relation

Duties/Responsibilities:

-Maintain Floor Responsibilities.

-maintain Agent Task.

-generate Report Weekly.

-Submitted Report To coordinator

4. **Officer-1 (October 12, 2014 - August 16, 2015)**

R.B Group (Walton)

Company Location : Khilgaon,Dhaka

Department: Public Relation Department

Duties/Responsibilities:

Customer Support

5. **Contact Center Executive (December 25, 2013 - August 10, 2014)**

Super TEL Ltd.

Company Location : Uttara,Dhaka.

Department: Call Center

Duties/Responsibilities:

- 1.Attending different Inbound and Outbound call.
- 2.Provide instant solution over phone to customer.
- 3.Preparing customer complain query.

6. **Programme Co-ordinator (February 1, 2012 - April 30, 2013)**

Oval Communication Ltd

Company Location : Banani,Dhaka

Department: Marketting

Duties/Responsibilities:

- Precosting of product
- Update client about schedule
- Vendor selection

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
BSc in Electronic and Telecommunication Engineering	Communication Engineering	Atish Dipankar University of Science and Technology	CGPA:3.47 out of 4	2013	4 years
HSC	Science	Govt. Science College	CGPA:4.4 out of 5	2007	2 years
SSC	Science	Mollartek Udayan Biddalay	CGPA:4.75 out of 5	2005	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Advanced Training on Android Smart Phone	-Basic Operation - Findout Problem & solution -Updating OS	WALTON BD	Bangladesh	Jibon Bima bhobon,Motijheel C/A ,Dhaka	2014	3 days
Project Work (Power Electronics)	Automatic Water Level Controller	Atish Dipankar University Of Science & Technology	Bangladesh	Banani,Dhaka	2012	4 month
Computer Course	Basic office application course	National Youth Training Center	Bangladesh	Dhakkhin khan,Uttara,Dhaka	2008	3 month

Career and Application Information:

Looking For	: Mid Level Job
Available For	: Full Time
Expected Salary	: Tk. 16,000
Preferred Job Category	: IT/Telecommunication, Customer Support/Call Centre
Preferred District	: Anywhere in Bangladesh.
Preferred Organization Types	: Banks, Advertising Agency, IT Enabled Service, ISP, Computer Hardware/Network Companies, Buying House, Airline, Travel Agent, Direct Selling/Marketing Service Company, Electronic Equipment/Home Appliances, Call Center

Extra Curricular Activities:

[1]Participated in BUBT CSE FIESTA2010 placed 53rd position [2]Participated in 27th Science and Technology Week 2004 organised by RUMSC placed 11th position
[3]Participated in Book reading competition organised by WAMY placed 2nd position

Language Proficiency:

Language	Reading	Writing	Speaking
English	High	High	High
Bengali	High	High	High

Personal Details :

Father"s Name : MD.ABUL BASHAR
Mother"s Name : LOVELY BASHAR
Date of Birth : October 10, 1990
Gender : Male
Marital Status : Single
Nationality : Bangladeshi
Religion : Islam
Permanent Address : 106,udayan school road,dakkhinkhan,, -1230, Uttara Model TwonTSO,
Uttara, Dhaka 1230
Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Prof Enggnr.Dr.Ayub Nabi Khan	Prof. Dr. S.M. Mostafa Al Mamun
Organization	: NITTAD	Atish Dipankar University Of Science & Technology
Designation	: Director	Dean, Faculty of Science And Techonology
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Relation	: Academic	Academic
