

Resume Of MD. ATAUR RAHMAN

Mailing Address:

VILL: Jogotpur, P.O: Shayestaganj
P.S: Habiganj Sadar, Dist: Habiganj.

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CAREER OBJECTIVE:

To work in a challenging career through using my academic knowledge, analytical ability and personal creativity that helps to unfold interest abilities for the development of the organization and the employees.

JOB EXPERIENCE:

- Organization : BRAC NGO
- Position : Field Officer (PO)
- Duration : 18 June, 2017 to 30 May, 2019
- Responsibilities : Micro Finance Department

ACADAMIC QUALIFICATION:

Post Graduation (2016):

- M.A (Bachelor of Arts)
- Major in Philosophy .
- M.C. College, Sylhet
- Under National University
- Result: 2.94 out of 4.00 scale

Graduation (2015):

- B.A (Bachelor of Arts)
- Major in Philosophy .
- Brindaban Govt. College, Habiganj
- Under National University
- Result: 2.66 out of 4.00 scale

HSC (2011)

- H.S.C (Higher Secondary School Certificate)
- Shayestaganj Degree College, Habiganj.
- Group: Business Management;
- GPA: 3.35 on a scale of 5.00
- Board: BTEB

SSC (2009)

- S.S.C (Secondary School Certificate);
- J.K and H.K High School, Habiganj
- Group: Humanities;
- GPA: 2.50 on scale of 5.00.
- Board: Sylhet

PERSONAL STRENGTHS AND SKILLS:

- Able to work under challenge, stressed conditions and long hours.
- Self motivated & organized.
- Industrious and patient.
- Helping mentality and realistic.
- Ability to coordinate and oversee the work of subordinates.
- Abilities on problem-solving and decision-making.

COMPUTER SKILL:

Operating System : Windows (XP,7,8)
Application Software : Microsoft Office (Word, Excel, Power point)
Other : Internet browsing as well as E-mail sent & received.

LANGUAGE PROFICIENCY:

Strong written and oral communication ability in both English and Bengali with good command and interpersonal skill.

PERSONAL DETAILS:

Name : Md. Ataur Rahman
Father's Name : Md. Abdullah Miah
Mother's Name : Nurunnesa
Gender : Male
Date of Birth : 01st January, 1991
Birth of Place : Habiganj.
Nationality : Bangladeshi
Religion : Islam
National ID card No : 19913614485000085
Home District : Habiganj
Permanent Address : VILL: Jogotpur,P.O: Shayestaganj
P.S:Habiganj Sadar,Dist: Habiganj.

REFERENCE:

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I hereby am stating that all information mentioned above is absolutely correct with the best of my knowledge.

Signature



(Md. Ataur Rahman)

Date:

