

Curriculum Vitae
Of
Md Arif Ahmed
Mobile: +8801775-103015
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76 Ingulal Road, Kuarpur, Sylhet - 3100

Career Objective:

To develop a career in a professional and challenging environment that ensures me the best use of my knowledge, skills, efficiency and creativity and where there is an opportunity of self-assessment and improvement through gathering & sharing knowledge.

Academic Credentials:

Degree Pass Course: (B.S.S)

University : National University

Year : 1st Year Running

Higher Secondary Certificate (H.S.C)

Institute : Sylhet Central College

Board : Sylhet

Group : Humanities

Passing Year : 2017

GPA : 2.58

Secondary School Certificate (S.S.C)

Institute : Sylhet Technical School and College

Board : Sylhet

Group : Science

Passing Year : 2015

GPA : 3.71

Computer Skills:

- Have Good Knowledge on using computer and internet
- Microsoft Word, Excel and PowerPoint, Internet Browsing

Personal Skills:

- Possess effective written and verbal communication skills
- Ability to perform tasks independently as well as part of a team
- Good motivator with excellent presentation skills
- Ability to handle multiple tasks and solve customer queries efficiently
- Possess excellent monitoring and supervisory skills
- Goal oriented and ability to set goals as well as meet objectives
- Possess excellent customer service skills

Job Experience:

- I have been a Computer Operator in Pen & Pencil Stationary for the last Five years.
- I work at a call center Name of Musketeers Business Process Outsourcing.

Language:

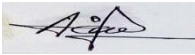
In Both English & Bangla

Personal Details:

- Name : Md Arif Ahmed
- Father's Name : Md Lukman Hussain
- Mother's Name : Maya Begum
- Date of Birth : 19th April 1997
- Nationality : Bangladeshi (By Birth)
- Sex : Male
- Marital Status : Unmarried
- Religion : Islam
- Blood Group : B+ (Positive)
- Height : 5' .6" (Five Feet Six inches)
- Home District : Sylhet
- Present Address : 76 Ingulal Road Kuarpar, Post Office: Sylhet Sadar – 3100,
Police Station: Kotwali, District: Sylhet.
- Permanent Address : As Above

Declaration:

I, the undersigned, certify that to the best of my knowledge and belief, this curriculum vitae correctly describes me, my qualifications and my professional experiences.



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Signature
(Md Arif Ahmed)