

Last Updated : **January 13, 2019****MD NAZMUL HASAN**

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**Career Objective:**

To succeed in an environment of growth and excellence and earn a job which provides me job satisfaction and self development and help me achieve personal as well as organizational goals.

**Employment History:**

**Total Year of Experience : 3.9 Year(s)**

1. **"Executive" ( November 1, 2017 - Continuing)**

**Bangladesh Master Pack Ltd**

Company Location : Gilarchala, Sreepur, Gazipur, Bangladesh

Department: Store

**Duties/Responsibilities:**

Store Activities

2. **Store Officer ( March 1, 2015 - October 31, 2017)**

**NZ GROUP**

Company Location : 5 Bishuya Kuribari, Mirzapur, Gazipur-1700. Gazipur Bangladesh

Department: General Store

**Duties/Responsibilities:**

1. Daily maintenance of all stock position .
2. Prepare sales order, delivery note and Invoice in complying company rules and regulations. Raise stocks indent in Tally and ensure send to factory as per sales projection.
3. Day to day stock reconciliation. Monthly physical verification of stock and match with Tally and keep record of hard copy.
4. Other tasks as assigned by the supervisor with daily stock position update & all type of reporting.

**Academic Qualification:**

| Exam Title                                | Concentration/Major | Institute                       | Result             | Pas.Year | Duration |
|---|---------------------|---------------------------------|--------------------|----------|----------|
| Masters of Business Administration (MBA)  | Accounting          | Govt. Nazimuddin college        | CGPA:3.16 out of 4 | 2014     | 1        |
| Bachelor of Business Administration (BBA) | Accounting          | Syed abul hossain college       | CGPA:2.89 out of 4 | 2013     | 4        |
| HSC                                       | Business Studies    | Syed Abul Hossain College       | CGPA:3.2 out of 5  | 2009     | 2        |
| Dakhil (SSC)                              | General             | Taltola Islamia Dakhil Madrasha | CGPA:3.75 out of 5 | 2007     | 2        |

## **Training Summary:**

| Training Title               | Topic            | Institute                | Country    | Location  | Year | Duration |
|------------------------------|------------------|--------------------------|------------|-----------|------|----------|
| Minstry of Youth Development | Mobile servicing | Suprovat Biddiya Niketon | Bangladesh | Madaripur | 2015 | 21 Days  |

## **Career and Application Information:**

Looking For : Entry Level Job  
Available For : Full Time  
Present Salary : Tk. 25000  
Expected Salary : Tk. 20,000  
Preferred Job Category : Accounting/Finance, Marketing/Sales  
Preferred District : Barishal, Bogura, Dhaka, Faridpur, Madaripur  
Preferred Country : American Samoa, China, Canada, France  
Preferred Organization Types : Banks, Event Management, Consulting Firms, Garments, Buying House, Call Center, Diagnostic Centre, Coffee Shop, Financial Consultants, Cellular Phone Operator, Food (Packaged), E-commerce

## **Specialization:**

| Fields of Specialization   | Description                     |
|--|---------------------------------|
| <ul style="list-style-type: none"><li>• MBA/ BBA</li><li>• B.Com./ Bachelors</li></ul> | Accounting, Easy math solutions |

## **Extra Curricular Activities:**

Reading book, Travelling to Different places, Chatting

## **Language Proficiency:**

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

## **Personal Details :**

Father"s Name : Md Abdul Hakim  
Mother"s Name : Setara  
Date of Birth : November 15, 1992  
Gender : Male  
Marital Status : Married  
Nationality : Bangladeshi  
Religion : Islam  
Current Location : Dhaka

**Reference (s):**

|              | <b><u>Reference: 01</u></b>              | <b><u>Reference: 02</u></b>                     |
|--------------|--|---|
| Name         | : Md Golam Ahmed                         | Md Abu Alam                                     |
| Organization | : Govt. Najimuddin College.<br>Madaripur | Kalkini Syed Abul Hossain University<br>College |
| Designation  | : Assistant Professor,Bangla             | Departmental Head, Accounting                   |
| Address      | : Puranbajar,Madaripur.                  | Kalkini, Madaripur                              |
| Phone (Off.) | :  |   |
| Phone (Res.) | :  |   |
| Mobile       | : 01918907966                            | 01712297344                                     |
| EMail        | :  |   |
| Relation     | : Relative                               | Academic  |

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