

Last Updated : **March 13, 2018****MD SURIFUL ISLAM**

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**Career Objective:**

I am looking for hard working and challenging job where I will have scope to utilize my potentiality, adaptability and skill to do something innovate and from where I will be able to enhance my knowledge.

**Employment History:****Total Year of Experience : 2.2 Year(s)****1. Asst Merchandiser ( March 1, 2017 - Continuing)****Dada Dhaka Ltd**

Company Location : Joimot khan road, Pagar, Tongi, Gazipur

Department: Merchandising

**Duties/Responsibilities:**

Handle all Merchandising issues independently starting from query to shipment. Review and confirm purchase orders from buyer. Study new sample development, check styling and workmanship as per technical sheet. Follow up orders with vendors, customers to ensure customers satisfaction and on-time delivery. Follow up time & action (T&A) plan properly and updating daily basis. Monitor all pre-production activities such as sampling, swatch and related issues. Keep close communication with buyers for any update of the productions. Coordinate with production team to ensure on time delivery/ shipment. Work closely with QA/ QC teams to ensure the best final products. Negotiate all consumption and costs. Should have capabilities to do multitasking.

**2. Trainee ( September 1, 2016 - February 28, 2017)****Moonlight Ehsan Garments Ltd**

Company Location : Kunia pachar, targac, Gazipur

Department: Commercial

**Duties/Responsibilities:**

Receive LC, Prepare back to back LC, Banking Activities

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
Bachelor of Business Administration	Finance	Asian University of Bangladesh	CGPA:3.68 out of 4	2016	4	Got scholarship from the institution

**Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Workshop on trend's on company and company formation		Richmond Group	Bangladesh	Dhanmondi, Dhaka	2013	1 day

**Professional Qualification:**

Certification	Institute	Location	From	To
Computer Office Application	Digital Computer Training Center	Tongi	June 17, 2012	December 6, 2012

**Career and Application Information:**

Looking For	: Mid Level Job
Available For	: Full Time
Present Salary	: Tk. 16500
Expected Salary	: Tk. 25,000
Preferred Job Category	: Accounting/Finance, Bank/Non-Bank Fin. Institution, Garments/Textile
Preferred District	: Bogura, Chattogram, Dhaka, Gazipur, Khulna, kishoreganj, Kushtia, MoulaviBazar, Munshiganj, Mymensingh, Narayanganj, Narsingdi, Sylhet
Preferred Country	: Germany, Italy, Japan, New Zealand, Sweden, Australia, Canada, France, Russia, South Korea
Preferred Organization Types	: Banks, Insurance, Manufacturing (FMCG), Manufacturing (Light Engineering & Heavy Industry), Govt./ Semi Govt./ Autonomous body, Multinational Companies, Garments, Textile, Buying House, Pharmaceuticals, Airline, Food (Packaged)/Beverage

**Language Proficiency:**

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

**Personal Details :**

Father"s Name	: Md Julhash Khan
Mother"s Name	: Amana Begum
Date of Birth	: August 18, 1992
Gender	: Male
Marital Status	: Single
Nationality	: Bangladeshi
Religion	: Islam
Permanent Address	: Kukutia,Bejgoan,Sreenagar,Munshigonj
Current Location	: Gazipur

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Nazmul Hasan Tutul	Md Kamal Bhuiyan
Organization	: Dada Dhaka Ltd.	Tusuka Fashion Ltd
Designation	: Sr. Merchandiser	Sample Incharge
Address	: 5/3 Middle Arichpur,Tongi Gazipur	Morkun Maddhapara,Tongi, Gazipur
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: +8801912096101	01928069211
EMail	: najmul@dadadhaka.com	fatemafaruk5421@gmail.com
Relation	: Professional	Relative

