

Last Updated : **August 8, 2018****MD. AL-NAHIAN**

Address: 174, Ghope, Noapara Road, Jessore  
 Mobile : 01783787878  
 email:prwttoy@gmail.com

**Career Objective:**

Managing customer centric operations and ensuring customer satisfaction by achieving delivery timelines and service quality norms. Proven track record in leading as a lead IT Executive.

**Career Summary:**

Having fun attitude is everything, A Learner for Life. Aiming to hold the post of suitable position with sincere interest and integrity to focus my experiences & self-motivation where dedication is the only maxim.

**Special Qualification:**

Communicative, Good public & Media relations,  
 Confident, Active, Friendly,  
 Problem solving, Decision making, Team Leadership, Creative, Focused,  
 Positive attitude, Responsible, Hardworking  
 Honest  
 Good IT Knowledge  
 MS Office  
 Internet Browsing  
 Etc

**Employment History:**

**Total Year of Experience : 5.5 Year(s)**

**1. IT Executive ( May 1, 2013 - Continuing)****M/S Arman Enterprise (an Authorized Distributor of Grameenphone Ltd.)**

Company Location : M.K Road, Jess Tower 3rd floor, Sadar, Jessore

Department: Wholesale

**Duties/Responsibilities:**

Managing & Reporting IT related activities for Distribution house according to the Company

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
M.B.S	Accounting	National University	CGPA:3.28 out of 4	2014	1	A Grade
Bachelor of Business Studies	Business Studies	National University	Second Class, Marks :55%	2012	3 Years	2nd Division
HSC	Business Studies	Jessore Shikkha Board Model School and College	CGPA:4.7 out of 5	2009	2 Years	A Grade
SSC	Science	Jessore Zilla School, Jessore	CGPA:4.75 out of 5	2007	-	A Grade

### **Professional Qualification:**

Certification	Institute	Location	From	To
Computer Basic	Youth Development Department	Jessore	July 1, 2012	December 31, 2012

### **Career and Application Information:**

Looking For : Entry Level Job  
Available For : Full Time  
Present Salary : Tk. 15000  
Expected Salary : Tk. 16,000  
Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution, Customer Support/Call Centre  
Preferred District : Chattogram, Dhaka, Jashore, Khulna, Rajshahi  
Preferred Organization : Banks, Leasing, Telecommunication, Pharmaceuticals, Food Types (Packaged)/Beverage, Tobacco, Healthcare/Lifestyle product

### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"><li>• Good Technology Knowledge</li><li>• Listening</li><li>• Communicative</li><li>• Public Speaking</li><li>• Leadership</li><li>• Delegating</li><li>• Positivity</li><li>• Flexibility</li><li>• Time Management</li><li>• Honest</li></ul>	<ul style="list-style-type: none"><li>• Efficient in effective communication and good public relations.</li><li>• Quite confident and friendly when meeting and assisting people at all levels and able to provide them with a quality service.</li><li>• Strong analytical problem solving and decision making ability.</li><li>• Always interested to take any challenges.</li><li>• Active Corporate Communications.</li><li>• Creative Team Leadership.</li><li>• Focus Group &amp; Market Research.</li><li>• Good Public &amp; Media Relations.</li><li>• Orientation of New Products</li><li>• Good idea about Product Positioning &amp; Branding.</li><li>• Positive attitude to my responsibility.</li><li>• Quite good in Marketing Strategies &amp; Campaigns.</li><li>• Good IT Knowledge.</li><li>• Adobe Photoshop.</li><li>• Microsoft Windows 98, 2000, XP, Vista, 7, 8, 10.</li><li>• MS Office (Word, Access, Excel, PowerPoint)</li><li>• Internet Browsing etc.</li></ul>

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium
Japanese	Low	Low	Low

### **Personal Details :**

Father's Name : Md. Badrul Alam  
Mother's Name : Ayren Alam  
Date of Birth : August 6, 1992  
Gender : Male  
Marital Status : Single  
Nationality : Bangladeshi  
Religion : Islam  
Permanent Address : 174, Ghope, Noapara Road, Jessore  
Current Location : Jashore

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Bapan Kumar Saha	SK. Ali Muhammad Joney
Organization	: Grameenphone Ltd.	Bank Asia Ltd.
Designation	: Area Manager	Credit Incharge
Address	: 128, R.N Road, Jessore	Jessore Branch
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01711507907	01717009309
EMail	: bapan@grameenphone.com	ali.muhammad@bankasia-bd.com
Relation	: Professional	Relative

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