

Last Updated : **October 26, 2018**

## **MD. FERDOUS ALAM**

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### **Career Objective:**

To ensure a highly profitable career, seeking for a challenging job and healthy work environment where I can utilize my skills, experience and knowledge efficiently for organizational goal.

### **Career Summary:**

Experienced Executive with a demonstrated history of working in the marketing industry. Skilled in Business Development, Marketing Strategy and Market Research. Strong business development professional with a Master's Degree focused in Masters of Business Administration (MBA) from National University.

### **Special Qualification:**

Time Management, Hard worker, Energetic, well disciplined , Effective Negotiation, Emotional Stability Goal oriented, Contact Management, Self-Motivation, Quick learner, Accountability, Self-directed, Work well under pressure.

### **Employment History:**

**Total Year of Experience : 3.2 Year(s)**

#### **1. Executive ( February 2, 2016 - March 30, 2018)**

##### **MM Services Limited. Concern of INTEGRA Group.**

Company Location : Plaza A R, Dhanmondi 27. Dhaka

Department: Sales And Marketing

##### **Duties/Responsibilities:**

Responsible for achieving the sales target.

Create new customer, increase of market share, development of Marketing strategic plan, and works for achieving the plan.

Collect, forecast and analyze the market data for operating plan.

To visit the workshop & spare parts shop and other outlets.

Any other duties as assigned by the management from time to time.

To develop strategies, tactics for sales achievement and profit targets.

Meeting customers regularly and ensuring the achievement of a high standard of customer's satisfaction.

Compile reports on various aspects of changes in production or inventory. Check inventory records for accuracy.

Keep records of items shipped, received, or transferred to another location.

Sales reporting, attendance, office discipline and on time respond to company needs.

Vigilance to customers need, business movement and competitors activities.

#### **2. Trainer and Developer. ( January 1, 2015 - December 30, 2015)**

**Haks Limited**

Company Location : Head Office : 80/1(1st Floor) VIP Road, Kakrail, Dhaka-1000. Job Location : Barisal.

Department: Learning and Earning Development project.

**Duties/Responsibilities:**

Design and expand training and development programmes based on the needs of the organisation and the individual.

Develop effective induction programmes.

Devise individual learning plans.

Produce training materials for in-house courses.

Evaluate training and development programmes.

Research new technologies and methodologies in workplace learning and present this research.

**Academic Qualification:**

| Exam Title                                | Concentration/Major | Institute                           | Result             | Pas.Year | Duration |
|---|---------------------|-------------------------------------|--------------------|----------|----------|
| Master of Business Administration (MBA)   | Marketing           | National University                 | CGPA:3.13 out of 4 | 2015     | 1        |
| Bachelor of Business Administration (BBA) | Marketing           | National University                 | CGPA:3.02 out of 4 | 2014     | 4        |
| HSC                                       | Business Studies.   | Babuganj College, Barisal           | CGPA:4.1 out of 5  | 2009     | 2        |
| SSC                                       | Business Studies.   | Rahmatpur Secondary School, Barisal | -                  | 2007     | -        |

**Training Summary:**

| Training Title        | Topic  | Institute                                  | Country    | Location     | Year | Duration |
|-----------------------|--|--|------------|--------------|------|----------|
| Motivational seminar  | Career Motivation in Career Development  | E Club - Entrepreneurs Club of Bangladesh. | Bangladesh | Barishal     | 2018 | 1 Day    |
| Basic Computer Course | MS Office, Internet, Photoshop, Email, Print, Social Networking , Basic ICT, Computer Operation, | German Technical Institute and Cyber City  | Bangladesh | Savar, Dhaka | 2013 | 6 Months |

**Career and Application Information:**

|                              |  |
|------------------------------|--|
| Looking For                  | : Entry Level Job  |
| Available For                | : Full Time  |
| Expected Salary              | : Tk. 18,000   |
| Preferred Job Category       | : Bank/Non-Bank Fin. Institution, Marketing/Sales, NGO/Development   |
| Preferred District           | : Anywhere in Bangladesh.  |
| Preferred Organization Types | : Banks, Software Company, NGO, Multinational Companies, Garments, Pharmaceuticals, Medical Equipment, Group of Companies, Automobile, Garments Accessories, Third Party Auditor (Quality/ Health/ Environment/ Compliance), Motor Vehicle body manufacturer |

**Specialization:**

| Fields of Specialization   | Description  |
|--|--|
| <ul style="list-style-type: none"> <li>IT &amp; Software Marketing</li> <li>Market Research</li> <li>Market/ Consumer Research</li> <li>Training &amp; Development</li> <li>Computer Operation</li> <li>Marketing</li> </ul> | IT & Software Marketing<br>Market Research<br>Market/ Consumer Research<br>Training & Development<br>Computer Operation<br>D2D Marketing |

### **Language Proficiency:**

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

### **Personal Details :**

Father"s Name : Md. Shahjahan Talukder  
 Mother"s Name : Mrs. Mariom Begum.  
 Date of Birth : January 1, 1992  
 Gender : Male  
 Marital Status : Unmarried  
 Nationality : Bangladeshi  
 Religion : Muslim  
 Permanent Address : North Dehergati, Babuganj, Barishal-8211  
 Current Location : Dhaka

### **Reference (s):**

|              | <b><u>Reference: 01</u></b>                     | <b><u>Reference: 02</u></b>     |
|--------------|---|---------------------------------|
| Name         | : Md. Jahid Hossain                             | Md. Sumon Sarkar                |
| Organization | : Energypac                                     | MM Services Ltd (INTEGRA Group) |
| Designation  | : Executive (Sales & Marketing)                 | Sr. Manager (IT & Marketing).   |
| Address      | : 25, Energy Center, Tejgaon I/A,<br>Dhaka-1208 | Plaza AR, Dhanmondi, Dhaka      |
| Phone (Off.) | :   |                                 |
| Phone (Res.) | :   |                                 |
| Mobile       | : +8801717182734                                | +8801722719320                  |
| EMail        | : johny.bd2000@gmail.com                        | ssarkar@mmservices.com.bd       |
| Relation     | : Relative                                      | Professional                    |