

Applied For: **Virtual Assistant, Sylhet Office (All Types)**

Last Updated : **January 16, 2018**



Md. Imdad Hossain Chowdhury

Address: 34/1 East Lala dighir par, Sylhet
Home Phone: 01670602031
Mobile : 01737177530
email: imdadmahin@gmail.com, mahinchy1988@gmail.com

Career Objective:

To get the challenging Position with in an organization where I could use my skills more professionally and efficiently and seek as the challenging position.

Employment History:

Total Year of Experience : 4.5 Year(s)

1. **Business Development Manager (December 1, 2017 - Continuing)**

BTS Software Technologies Ltd.

Company Location : Sylhet

Department: Marketing

Duties/Responsibilities:

Marketing the product

2. **Brand promoter (April 14, 2014 - June 1, 2016)**

Grameen phone

Company Location : Sylhet

Department: Marketing

Duties/Responsibilities:

Sale grameen phone product

3. **ACCOUNTS EXECUTIVE (November 3, 2013 - March 19, 2016)**

S R CAPITAL LTD.

Company Location : Sylhet

Department: ACCOUNTS

Duties/Responsibilities:

CHEQUE ISSU, LEDGER MAINTAIN, VOUCHERS READY ETC.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
MBA	Marketing	Sylhet International University,	CGPA:3.54 out of 4	2014	1 year	Good

		Sylhet				
BBA	Marketing	Sylhet International University	CGPA:2.55 out of 4	2012	4 years	-
HSC	Business Studies	Madan Mohan College, Sylhet	CGPA:2.8 out of 5	2007	2 years	-
SSC	Humanities	Police Line High School, Sylhet	CGPA:3.8 out of 5	2005	10 years	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Internship	General Banking	IFIC Bank Ltd. Tultikar Branch	Bangladesh	Sylhet	2012	3 months

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Expected Salary : Tk. 20,000
 Preferred Job Category : Bank/Non-Bank Fin. Institution, Media/Advertisement/Event Mgt.
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : Bermuda, New Zealand, Argentina, Bahrain, Canada, Denmark, Ghana, Iran, Israel
 Preferred Organization Types : Banks, Insurance, Leasing, Investment/Merchant Banking, Manufacturing (FMCG), College, Advertising Agency, Consulting Firms, Airline, Food (Packaged)/Beverage, Call Center, Fisheries

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • Activation Management • Agency Production • Brand Communication • Research 	

Extra Curricular Activities:

→ Attend Seminar on Interviewing Skills and Active communicational skills. → Actively fulfilled all my responsibilities as Class Representative at School, College and University Level.

Language Proficiency:

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	Medium	Medium

Personal Details :

Father's Name : Md. Idrish Chowdhury
Mother's Name : Hellena Begum Chowdhury
Date of Birth : June 1, 1988
Gender : Male
Marital Status : Married
Nationality : Bangladeshi
Religion : Islam
Permanent Address : 34/1 East Lala dighir par,Sylhet
Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md. Abdul Latif	Subashchandradev
Organization	: Sylhet International University, Sylhet	NCCBank
Designation	: Departmental Head	OPERATIONMANAGER
Address	: BBA Department	HOBIGANJ BRANCH
Phone (Off.)	:	0832856513
Phone (Res.)	:	0832856513
Mobile	: 01711996032	01716826638
EMail	: novalatif@gmail.com	subashicb@gmail.com
Relation	: Academic	Family Friend