

Last Updated : **November 16, 2018**

## **MD. JOYNAL ABEDIN**

Address: House# 31, Road# 09, Nikunja-2, Khilkhet, Dhaka-1229, Bangladesh.

Home Phone: 01777473511

Mobile : 01878826548

email:joynal.eee.pau@gmail.com, joynalabedin905@gmail.com



### **Career Objective:**

Graduate with a Bachelor of Science in EEE and one month internship experience. In technical education and authentic experience, want to reach the best position at your company. A dedicated worker aiming to help achieve company goals.

### **Career Summary:**

Committed and dedicated with a friendly and caring manner. Possessed strong interpersonal skills, keep positive attitude under any circumstances. Proficient in web design and development, Microsoft excel.

### **Special Qualification:**

- ¼ Work well under pressure to meet deadlines
- ¼ Quick decision making
- ¼ Enthusiastic, responsible, dependable, punctual take pride in work
- ¼ Ability to elicit confidence and build rapport
- ¼ Talented in problem solving and office system design.

### **Employment History:**

**Total Year of Experience : 3.8 Year(s)**

#### **1. Executive Engineer ( October 1, 2018 - Continuing)**

##### **Powermax Engineering Limited**

Company Location : House # 23, Road # 7/D Sector 09, Uttara Dhaka, Bangladesh-1230.

Department: Sales & Marketing

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

Prepare instructional, descriptive literature for existing and new products along with competitive products periodic reports, Collect and maintain competitive information to present complete market evaluation for specific products, Suggest suitable product use to consulting engineers as well as contractors, Select products from current inventory and develop new products to attain customer demand, Prepare, maintain and update documents and sales tools for using product presentations along with technical training seminars & Identify opportunities and execute marketing campaigns to place products in market place.

#### **2. Executive (MIS & WFM) ( October 19, 2017 - September 30, 2018)**

**Genex Infosys limited**

Company Location : Nitol Niloy Tower, nikunj-2, khilket, dhaka-1229

Department: Management Information system & WFM

**Duties/Responsibilities:**

Data analysis & Make report for various process,

Ensure revenue,

check process hygiene & planned with business intelligence,

plan for maned power,

communication with clients to develop business.

**3. Executive ( September 19, 2017 - October 18, 2017)****Genex Infosys limited**

Company Location : Mascot Plaza, level 4 & 5, 107/A Sonargaon Janapath, sector-7, Uttara, Dhaka-1230

Department: Non- voice operation

**Duties/Responsibilities:**

E-mail communication with customer & company.

**4. Customer Service Associates ( July 1, 2016 - September 18, 2017)****Genex Infosys Limited**

Company Location : Mascot Plaza, level 4 & 5, 107/A Sonargaon Janapath, sector-7, Uttara, Dhaka-1230

Department: Inbound (Robi Axiata process)

**Duties/Responsibilities:**

Received call and Provide the subscribers perfectly as per their effective queries.

**5. Project Engineer & Accountants ( January 1, 2015 - June 30, 2016)****brothers Construction Company Ltd**

Company Location : No. 03, Road no. 11, Nikunja-2, Dhaka-1229

Department: BTCL Optical Installation Project

**Duties/Responsibilities:**

Audit the project and handling all financial activities.

**Academic Qualification:**

| Exam Title | Concentration/Major                 | Institute                                   | Result             | Pas.Year | Duration | Achievement |
|------------|-------------------------------------|---|--------------------|----------|----------|-------------|
| EEE        | Electrical & Electronic Engineering | Primeasia University                        | CGPA:3.34 out of 4 | 2015     | 4 years  | pass        |
| HSC        | Science                             | Safiuddin Sarkar Academy School and College | CGPA:4.3 out of 5  | 2010     | 2 years  | pass        |
| SSC        | Science                             | Lhumb Nagar Academy                         | CGPA:4.88 out of 5 | 2008     | 2 years  | pass        |

**Training Summary:**

| Training Title                    | Topic  | Institute                                  | Country    | Location           | Year | Duration |
|-----------------------------------|--|--|------------|--------------------|------|----------|
| English skills development course |  | British Council                            | Bangladesh | Uttara, Dhaka-1230 | 2018 | 2 Months |
| Internship                        | Finance accounts activities of desco, commercial operation, system operation, meter testing lab activities & transformer workshop activities, prepaid meter assemble | Dhaka Electric Supply Company Ltd. (DESCO) | Bangladesh | Dhaka              | 2016 | 1 month  |

### **Professional Qualification:**

| Certification               | Institute             | Location                         | From             | To            |
|-----------------------------|-----------------------|----------------------------------|------------------|---------------|
| Certificate of Appreciation | Genex Infosys Limited | Mascot Plaza, Uttara, Dhaka-1230 | January 22, 2017 | July 22, 2017 |

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

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 20000  
 Expected Salary : Tk. 18,000  
 Preferred Job Category : Engineer/Architect, IT/Telecommunication, Marketing/Sales, Other Special Skilled Jobs  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Organization Types : Telecommunication, Manufacturing (Light Engineering & Heavy Industry), Software Company, IT Enabled Service, Computer Hardware/Network Companies, Engineering Firms, Direct Selling/Marketing Service Company, Electronic Equipment/Home Appliances, HVAC System, Power

### **Specialization:**

| Fields of Specialization  | Description   |
|---|---|
| <ul style="list-style-type: none"> <li>• Microsft Excel advanced level</li> <li>• Electric Maintaining</li> <li>• Project Management</li> <li>• FMCG Sales &amp; Marketing</li> <li>• Electrical Engineering</li> </ul> | <p>             i i Work well under pressure to meet deadlines, i i Enthusiastic, responsible, dependable, punctual take pride in work i i Ability to elicit confidence and build rapport i i Self motivated able to learn on own initiative i i Proven ability to identify, analyze, and solve problems i i Possess excellent communication and inter-personal skills i i Excellent leadership skills and training.           </p> |

### **Extra Curricular Activities:**

I was a volunteer at the JAAGO foundation.

### **Language Proficiency:**

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

### **Personal Details :**

Father"s Name : Abdul kader  
 Mother"s Name : Jahanara begum  
 Date of Birth : August 7, 1993  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : vill :- Debnagar, P.O :- Athakara, P.S: Ramgonj, Dist: Laxmipur.  
 Current Location : Dhaka

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

|              | <b>Reference: 01</b>                              | <b>Reference: 02</b>              |
|--------------|---|-----------------------------------|
| Name         | : Engr. Md. Sherajul Islam                        | Muhammad Tarikul Islam            |
| Organization | : Dhaka Electric Supply Company Ltd               | Dhaka Electric Supply Company Ltd |
| Designation  | : Assistant Engineer                              | Assistant Manager                 |
| Address      | : House#53, Road#07, Sector#4, Uttara, Dhaka-1230 |                                   |
| Phone (Off.) | :   | +880 2-7913746                    |
| Phone (Res.) | :   |                                   |
| Mobile       | : 01755-637599                                    | 01730794833                       |
| EMail        | : Agargaon.sdd@desco.org.bd                       | mtarikulislam@gmail.com           |
| Relation     | : Professional                                    | Professional                      |

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