

Last Updated : **January 28, 2017**

MD: NURUL ISLAM ATIK

Address: Cyber Mania, Shorospur-04, Chayanir, Lamabazar, Sylhet-3100.

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Career Objective:

To build up a career as self motivated and Innovative executive for the time being willing to take Challenge any sort of executive as well as Management affairs .

Career Summary:

I have good knowledge in Computer Hardware software and Internet Browsing.

Employment History:

Total Year of Experience : 9.1 Year(s)

1. **In Charge and Teacher (Computer) (December 1, 2016 - Continuing)**

RTMI-HRDC

Company Location : TB Gate, Sylhet.

Department: Administration

2. **IT In-Charge (May 5, 2015 - November 30, 2016)**

SHIMANTIK

Company Location : Sylhet

Department: IT Section

Duties/Responsibilities:

Maintain Computer Networking.

Support Hardware and Software

Maintain CCTV and PABX

Maintain Account Software Tally.

3. **IT Associate (April 1, 2013 - May 4, 2015)**

RTM International

Company Location : Mirpur, Dhaka-1216

Department: IT Section

Duties/Responsibilities:

1. Computer Hardware and software support

2. Computer Networking

3. Web side update

4. Data Entry

5. Security camera software setup and maintenance

4. **CDBL Officer (June 1, 2009 - January 31, 2012)**

S.R Capital Ltd

Company Location : B-3,5th Floor, Galleria Shopping Complex, Zindabaz

Department: CDBL

Duties/Responsibilities:

1. Daley pay in pay out
2. Share Demait
3. Share Transfer
4. BO Setup
5. Hardware support.

5. **Sub. Assistant Engineer. (May 1, 2008 - December 1, 2008)**

Sylhet Cable Systems (SCS) Pvt. Ltd.

Company Location : Shohir Plaza, Zindabazar, Sylhet.

Department: Technical

Duties/Responsibilities:

Maintains Optical Fiver, Satellite Signal Reviving and Servicing control room.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Diploma in Electronics Engineering	Electronics	Sylhet Polytechnic Institute.	CGPA:2.95 out of 4	2008	4 Years
Secondary School Certificate (SSC) VOC.	Mechanical	Luthfur Rahman High School.	CGPA:3.95 out of 5	2003	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Authorized Representative of Chittagong Stock Exchange.		Chittagong Stock Exchange.	Bangladesh	Sylhet, Bangladesh	2009	3 days

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Expected Salary : Tk. 16,000
 Preferred Job Category : IT/Telecommunication, Secretary/Receptionist
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : China, United Kingdom, United States, Brazil, France
 Preferred Organization : Investment/Merchant Banking, Telecommunication, IT
 Types Enabled Service, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, Engineering Firms, Tea Garden, Security Service, Share Brokerage/ Securities House

Specialization:

Fields of Specialization
<ul style="list-style-type: none"> • Adobe Photoshop/ Illustrator • Windows XP/ 2000/ ME/ 98 • Data Entry Operator (Bengali) • Data Entry Operator (Both English & Bengali)

Language Proficiency:

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

Personal Details :

Father"s Name : Muslah Uddin Ahmed
 Mother"s Name : Sahanara Begum
 Date of Birth : September 5, 1987
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Village: Ballah, Post Office: Isamoti (3191) Police Station: Zakigonj,
 District: Sylhet.
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Mahboob Ul Alam Bhuiyan	Rejaul Karim
Organization	: RTM International	Sylhet Govt. Agragami Girls School & College
Designation	: Research Officer	Assistant Teacher
Address	: Sector #13, Road #01, House #33, Uttara, Dhaka	Sylhet.
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Phone (Res.)	:	
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Relation	: Professional	Academic
