

Last Updated : **January 30, 2014**

## **MD. SUQLAEN SOJAL**

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### **Career Objective:**

I want to utilize my skills in profound duty environment where opportunity to utilize my knowledge and value with a attentive & enthusiastic manner to achieve additional comprehension & judgment necessary for advancement in the global perspective

### **Career Summary:**

Texmart Trading Company Limited  
(concern of Giant Group)  
Executive, IT&MIS  
(May 2010 TO till now)

Texmart Trading Company Limited  
(concern of Giant Group)  
Executive, Operation  
Corporate In charge of Levis, Bangladesh  
(Dec 2012 TO till now)

### **Special Qualification:**

Expert in any hardware, Software & network troubleshooting, Good knowledge about SQL server installation and troubleshooting, Crystal Report design and troubleshoot, Expert in MIS database Install, inventory and troubleshooting

### **Employment History:**

**Total Year of Experience : 26.7 Year(s)**

1. **Executive (New Responsibility Beside IT&MIS) ( December 15, 2012 - Continuing)**

**Texmart Trading Company Limited**

Company Location : Head Office, Uttara, Dhaka

Department: Operation

**Duties/Responsibilities:**

I was experienced in sales center management. That's why Texmart management decided to give some new responsibility and make me corporate in-charge of International Brand Levis, Bangladesh. Texmart is a master franchise company of Levi's.

3 exclusive outlets is now under me. I am responsible for

employee management,

Sales, Stock Inventory,

Vistula Merchandising

Target Set,

Yearly and monthly sales and stock Analise.

Make new business plan,

Sales incentive planing,

any kind of international and domestic corporate deal about Levi's.

sales executives and shop in charge interview, selection and training. Levi's Exclusive outlet now at

RAK Tower, Uttara/ Style Central, Banani/ Plaza AR, Dhanmodi

**2. Executive (Promoted) ( July 15, 2010 - Continuing)****Texmart Trading Company Limited**

Company Location : Head Office, Uttara, Dhaka

Department: IT & MIS

**Duties/Responsibilities:**

After one year provision period i was promoted from Jr. Executive to Executive. It was a time to take some new responsibilities for IT Department. Only i was a person who control all IT system by one hand. Purchase, Project plan, Hardware system repair and update, laptop computers, network manage, IT equipment inventory and register maintain.

**3. Jr. Executive (Promoted) ( May 2, 2010 - Continuing)****Texmart Trading Company Limited**

Company Location : Head Office, Uttara, Dhaka

Department: IT & MIS

**Duties/Responsibilities:**

By the management decision i was promoted from branch to Head Office as a Jr.

Executive. It was a new department for Texmart. I was responsible for all IT system. I was maintain all IT equipment documents. repair maintain, troubleshoot all kind of problem such as hardware software, network, and MIS data base critical problem centrally.

Texmart is a Client of Media Soft Data System Limited.

**4. Branch Manager ( October 16, 2006 - May 1, 2010)****Texmart Trading Company Limited**

Company Location : Mirpur Duplex Shop

Department: Shop TTCL

**Duties/Responsibilities:**

I was responsible for 3800 square feet exclusive Texmart shop And it was duplex. Manage all kind of shop related activities. Office file maintain, Stock inventory. Daily and weekly target distribution to all sales executive. Cash maintaining. Sales executive trainer. take all kind of step to achieve companies target. Customer Service and making customer data base

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Diploma in Engineering	Computer Engineering	Dhaka Polytechnic Institute, Dhaka	CGPA:3.5 out of 4	2009	8 Semester
HSC	Business Studies	Dhaka State College	CGPA:3.1 out of 5	2004	2
SSC	Business Studies	Islamee Adarsha High School	CGPA:3.5 out of 5	2002	-

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

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 20000  
 Expected Salary : Tk. 20,000  
 Preferred Job Category : IT/Telecommunication, Customer Support/Call Centre  
 Preferred District : Dhaka  
 Preferred Country : United Kingdom, United States  
 Preferred Organization Types : Telecommunication, Design/Printing/Publishing, Software Company, IT Enabled Service, ISP, Computer Hardware/Network Companies, NGO, Trading or Export/Import, Buying House, Call Center, Automobile, Garments Accessories

### **Language Proficiency:**

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

### **Personal Details :**

Father"s Name : Md. Harunur Rashid  
 Mother"s Name : Mrs. Aleya Khatun  
 Date of Birth : September 25, 1987  
 Gender : Male  
 Marital Status : Single  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : VILL; South Alekanda,P.O; Sadar Barisal, P.S; Kotowali,Barisal,Bangladesh  
 Current Location : Dhaka

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