

Last Updated : **May 12, 2018**

MOHAMMAD SAMI KHAN

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Career Objective:

I want to develop a glorious career in any field which relates with my study. I wanna do that by sharing and gathering new knowledge from the enviroment.

Special Qualification:

I gave IELTS exam a few months ago and i got band score-6.00. I think,, i have enough potential to speak and write well in english.

Employment History:

Total Year of Experience : 4.3 Year(s)

1. Trainee Assistant Officer (Cash Area). (November 6, 2016 - Continuing)

Eastern Bank Limited

Company Location : Upashahar Branch

Department: Customer Service

Duties/Responsibilities:

Inform customers about different depository and loan products. Receiving cash and give withdrawal facilities to the customers.

2. Lecture (December 24, 2015 - October 31, 2016)

Classic international school and college

Company Location : Block - E, Uposhohor, Sylhet

Department: Department of business administration

Duties/Responsibilities:

Prepare lesson plans and attend classes.

3. Assistant manager (January 10, 2015 - December 9, 2015)

Saifur`s Sparro.

Company Location : Jollarpar, Sylhet.

Department: Public relation

Duties/Responsibilities:

Guide and assist students who want to go to abroad for continuing further study.

4. Assistant teacher (August 1, 2014 - December 30, 2014)

Educare kindergarten

Company Location : Chokgram, khadimnagar, sylhet.

Duties/Responsibilities:

To made study plan for students, took classes and organized meeting, seminars and many more

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
MBA	Finance & Banking	Metropolitan University, Sylhet	CGPA:3.96 out of 4	2015	1 year	1st among batchmates.
BBA	Finance & Banking	Metropolitan University, Sylhet	CGPA:3.93 out of 4	2013	4 years	2nd among batchmates.
HSC	Science	Scholarshome, sylhet.	CGPA:4.1 out of 5	2008	2 years	-
SSC	Science	Jalalabad Cantonment Board High School...	CGPA:3.94 out of 5	2006	2 years	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Leadership development	Define leadership, how to be a good leader,, duties and responsibilities of a leader, when and how to apply `X` and `Y` theories. During work.	Metropolitan university, sylhet.	Bangladesh.	Al-Hamra, Zindabazar, Sylhet - 3100,Bangladesh.	2013	72 hours
Metropolotan university research conference 2012	How to do research work, The presentation of research work, The procedure of collecting data for research.	Metropolitan university, sylhet.	Bangladesh.	Al-Hamra, Zindabazar, Sylhet - 3100,Bangladesh.	2012	48hours.
Computer Application	1. Office application: MS Word, MS Excel, MS Powerpoint. 2. Internet browsing.	Conquer computer academy.	Bangladesh.	Modhuban super market (2nd floor) sylhet.	2012	2 months
Metropolotan university research conference 2012	How to do research work, The presentation of research work, The procedure of collecting data for research.	Metropolitan university, sylhet.	Bangladesh.	Al-Hamra, Zindabazar, Sylhet - 3100,Bangladesh.	2012	48 hours
Computer Application	1. Office application: MS Word, MS Excel, MS Powerpoint. 2. Internet browsing.	Conquer computer academy.	Bangladesh.	Modhuban super market (2nd floor) sylhet.	2012	3 months
Leadership development	Define leadership, how to be a good leader,, duties and responsibilities of a leader, when and how to apply `X` and `Y` theories. During work.	Metropolitan university.	Bangladesh	Al-Hamra, Zindabazar sylhet-3100	2011	72 hours.

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Present Salary : Tk. 20000
 Expected Salary : Tk. 15,000
 Preferred Job Category : Bank/Non-Bank Fin. Institution, Marketing/Sales
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : China, Cook Islands, Germany, Austria, Belarus, Canada, Denmark, France
 Preferred Organization : Banks, Leasing, Telecommunication, Computer Hardware/Network Companies, Public Relation Companies, Garments, Restaurant, Airline, Call Center
 Types

Specialization:

Fields of Specialization	Description
• MBA/ BBA	1. Finance 2. Communication and media management 3. Integrated marketing communications. 4. International business. 5. Hospitality management.

Extra Curricular Activities:

• Member of the Committee of Metropolitan Sports Club, Metropolitan University, Sylhet.
 • Member of the Committee of a social organisation. • Treasurer- Haropara Youth Association (A social organisation). • Volunteer of Metropolitan University Research Conference, Organized by Metropolitan University, Sylhet. • Member of Protom Alo Bondu Soba. • Member of Metropolitan University debate club, Sylhet. • Participated in debate competition & recognized as a good debator.

Language Proficiency:

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

Personal Details :

Father"s Name : MOHAMMAD BASIT KHAN
 Mother"s Name : MINA KHANAM
 Date of Birth : November 1, 1991
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Road no# 01, House no# 12, Chokgram Residential area, khadimnagar-3103, Shahparan, sylhet.
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Debashish Roy	Md. kamal Uddin
Organization	: Metropolitan university, sylhet	Metropolitan university, sylhet.
Designation	: Assistant Professor Metropolitan university, sylhet	Senior lecturer. Metropolitan university, sylhet Al-Hamra, Zindabazar, Sylhet-3100, Bangladesh.
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Relation	: Academic	Academic