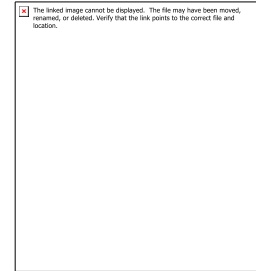


Applied For: **IT Executive (Sylhet)**

Last Updated : **April 4, 2017**

MONIRUZZAMAN

Address: Moniruzzaman C/O : Jaynal Abedin, Department of CSE, Shahjalal University of Science and Technology, Sylhet.
Mobile : 01728108143
email:monircse7@gmail.com



Career Objective:

My aim is to work with best and renowned banks/NGO in our country. I would also like to learn to manage various departments of the bank like cash management, IT field, foreign trade department etc. with hard work and sincerity.

Career Summary:

Six months experience performing SME division in BRAC Bank Ltd.

Employment History:

Total Year of Experience : 0.4 Year(s)

1. Office Assistant (January 1, 2012 - June 1, 2012)

BRAC BANK LTD

Department: SME Division

Duties/Responsibilities:

loan file maintain, Customer loan installment receipt collect and entry to book

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBS	Accounting	National University	Second Class	2012	1
BBS Honors	Accounting	National University	Second Class, Marks :49%	2011	4
HSC	Business Studies	Sunamganj Govt. College, Sunamganj	CGPA:3.3 out of 5	2007	2
SSC	Science	Rangerchor Horinapati High School	CGPA:3.5 out of 5	2005	2

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Basic Computer Course	MS Access,MS Word,MS Power point,MS Excel,Internet Browsing,Computer hardware troubleshooting,PC maintenance etc	Youth Development institute	Bangladesh	Sunamganj	2010	6 Months

Career and Application Information:

Expected Salary : Tk. 15,000
Preferred Job Category : Accounting/Finance, Bank/Non-Bank Fin. Institution
Preferred District : Anywhere in Bangladesh.
Preferred Organization Types : Banks, Audit Firms /Tax Consultant

Language Proficiency:

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

Personal Details :

Father's Name : Abdur Razzak
Mother's Name : Amirun Nessa
Date of Birth : January 1, 1990
Gender : Male
Marital Status : Single
Nationality : Bangladeshi
Religion : Islam
Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Dr. Md. Shahidur Rahman	Md. Jaynal Abedin
Organization	: SUST, Sylhet	SUST, Sylhet
Designation	: Head, Department of CSE	Store Officer, Department of CSE
Address	: Shahjalal University of Science and Technology, Sylhet Head, Department of CSE	SUST, Sylhet Store Officer, Department of CSE
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01914930807	01716817062
EMail	: rahmanms@sust.edu	Jaynal@gmail.com
Relation	: Others	Others