

# Radia Binte Latif



## Personal Info

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Date of Birth: July 27, 1995  
Civil Status: Unmarried  
Citizenship: Bangladeshi  
Address: TV Hospital Road, Moulvibazar  
Contact: radiamoumi35@gmail.com

## Career Objectives

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Looking forward to a challenging job in the professional world where I would be able to utilize my knowledge and skills through dedication, challenge and growth-oriented activities. To work willingly in an environment where I can utilize my creativity, hardworking sincerely, honesty, timing, devotion to duty and enthusiasm to develop myself towards my aims effectively and efficiently.

## Educational Qualification

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2006-2011	Ali Amzad Govt. High School Secondary School Graduation Grade: 4.31 (passed with distinction)
2011-2013	Moulvibazar Govt. College Higher School Graduation Grade: 4.20 (passed with distinction)
2013-2017	National University (Moulvibazar Govt. College) Bachelor in Business Administration (Management) Grade: CGPA 2.90

## Interpersonal Skills

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- Expert in Basic Computer
- Expert in Microsoft Office
- Expert in Internet Browsing
- Expert in Monitoring

## Experience

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- Fresher

## Skills

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- Self-motivated & highly organized
- Maintaining a professional attitude at work
- Co-ordination, team working & adjustable

## Language Proficiency

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- Proficient in oral and written communication both in English & Bengali. Enjoy both writing and giving presentations
- I have a special command over English Speaking

## About Me

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Fathers Name: Abdul Latif

Mothers Name: Lubna Jahan

Religion: Islam

Blood Group: O+

Gender: Female

Permanent Address: Dhitesshwr, Munshibazar, Moulvibazar

Contact: +8801872443738

## Proclamation

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I do hereby declare that all the information given above is true to the best of my knowledge and belief.

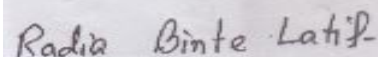
Date

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May 10, 2019

Signature

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