

# Resume Of Md. Manik Sarkar

**Mailing Address:**

West Shewrapara, Ali Mia Bowbazar, Mirpur ,Dhaka-1216  
Mobile: 01710-080732,01888-070438

**Career Objective:**

Seeking a responsible and challenging position in a growth oriented national organization where my talent, skill and knowledge will significantly contribute to the organization's growth and the same time can shape my future career with perfection and excellence.

**Educational Qualification :****B.S.S (Hon's)**

Institute : Bonarpara University College  
Subject : Political Science  
Passing Year : Running (3<sup>rd</sup> Year)

**Higher Secondary Certificate (H.S.C)**

Institute : Bonarpara University College  
Group : Humanities  
Board : Dinajpur  
G.P.A : 3.00  
Passing Year : 2017

**Secondary School Certificate (S.S.C)**

Institute : Kachuahat High School  
Group : Science  
Board : Dinajpur  
G.P.A : 4.39  
Passing : 2015

**Work Experience:**

1. Name of the organization : RAD Trade Institute  
Designation : Customer Relation Executive  
Duration : 08-02-2016 to 30-10-2016.

2. Name of the organization : Shawpno Express  
Designation : Sells Manager  
Duration : 02-02-2017 to 30-10-2018

### **Language Proficiency:**

Good command over speaking and writing in Bangla, English & Hindi.

### **Computer Skills :**

A good working knowledge in Ms Word, Ms Power Point, Internet Browsing.

### **My Strengths :**

1. Good Communication Skill.
2. A Good Team Man

### **Personal Details:**

**Name** : **Md. Manik Sarkar**  
**Father's Name** : Md. Azadul Islam  
**Mother's Name** : Jashna Begum  
**Permanent Address** : Vill: Khamar Dhanaruha, P.O: Khamar Dhanaruha .  
P.S: Shaghata, Dist: Gaibandha.  
**Date of Birth** : 09-04-1999  
**Religion** : Islam  
**Marital Status** : Unmarried  
**Sex** : Male  
**Blood Group** : O+  
**Nationality** : Bangladeshi

### **Declaration:**

I declare that all the information included here are true to my knowledge. If required and where applicable, this document can be supported by appropriate authentic certificate.

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( **Md. Manik Sarkar**)

Date: