

# MD. MASUM

## Residential Address :

Village # Kalampur, Post Office # Kalapur/1351,  
Thana: Dhamrai/1350 Dist: Dhaka, Bangladesh,

Email : [masumkhanbsc@gmail.com](mailto:masumkhanbsc@gmail.com)

Contact No : +88 019 17 26 48 12



## Professional Position

: Assistant Merchandiser

## Job Duties & Responsibilities

#	Order papers file-up.
#	Collect color swatch from Buying House.
#	Lab Dip developing & submit to Buying House
#	Collect fabrics & accessories consumption from sample section.
#	Sample fabric booking to knitting section.
#	Required sample booking to sample section.
#	Follow up sample.
#	Accessories booking.
#	Collect accessories layout from suppliers.
#	Collect print strike off from print factory.
#	Collect sample accessories from suppliers.
#	Make trim card for approval of accessories & trims.
#	Follow-up knitting (Bulk Fabric).
#	Follow-up dyeing (Bulk Fabric).
#	Follow-up (AOP) all over print.
#	Collect all accessories and trims from suppliers.
#	Follow-up cutting.
#	Follow-up print / embroidery/etc.
#	Follow-up input & sewing.
#	Follow up sub-contract.
#	Monitoring Production team.
#	Collect production report.
#	Collect poly and carton measurement from finishing section.
#	Follow-up quality.
#	Collect poly and carton from suppliers.
#	Follow-up packing.
#	Helping to documentation department.
#	Arrange final inspection.
#	Follow-up shipment.
#	Transportation monitoring after shipment.

## Salary Information

Present Salary	:	18,800/=	:	BDT
Expected Salary	:	As your company rules.	:	BDT

## Professional Experience

**2 Years going on**

## Working With Factory (Name)

Company / Factory Name	:	Touch & Take Apparels
Company Location <b>(Factory)</b>	:	Shahibag, Rajasion Road, Savar, Dhaka.
Position	:	Assistant Merchandiser
Working Durations	:	From 1 <sup>st</sup> February, 2017 to till.

## Working With Buyer (Name)

<b>Buyer Name</b>	:	<b>Buying House</b>	:	<b>Buying House Location</b>
Millennium World Wide	:	Touch & Take Trading	:	Niketon, Gulshan-1, Dhaka.
New Look, New Yorker	:	Indochine BD. Ltd	:	Gulshan-1, Dhaka.
Betrancourt, Luvia	:	Wingfat	:	Gulshan-2, Dhaka.

## Experience On Garments Item

Men's T-shirt, Men's Polo Shirt, Men's Hoody Jacket, Men's Jogging Pant, Men's Boxer, Men's Short, Men's Tang Top, Ladies T-shirt, Ladies Polo Shirt, Teens S/S T-Shirt, Kids S/S T-Shirt.

## Experience On Fabric Item

Single Jersey, Peach Finish / Carbone Touch Single Jersey, Pique/Locost, Rib, Interlock, French Terry, French In Side Brush / Fleece, Polar fleece, All Over Print etc.

## Experience On Printing

Screen Print ( Puff Print, Flock Print, Glitter Print, Pigment / Water Base Print, Metal Stone Print, Plastic sol Print, Rubber Print, Jell Print, Plastic Stone Print), Roller & Rotary Print etc.

## Computer Literacy

Microsoft Office ( MS Word, Excel & Power Point ) Internet Browse, Software installment, Windows setup, Partition making & Logic Software ( ERP Solution ). HTML, CSS, PSD TO HTML Bootstraps,

## Educational Qualification:

Exam Title	Concentration	Institution	Grade/ Grade Point	Pass Year	Duration
Diploma in Apparel Merchandising	Knit and Woven	Apparel Merchandising Academy.	GPA-3.75 Out of 4	2016	Two Years
B.sc (Honours)	Zoology	Debendra Govt. College, Manikganj.	CGPA: 3.23 out of 4	2015	Four Years
HSC	Science	Dhamrai Government College.	CGPA: 3.90 out of 5	2011	Two Years
SSC	Science	Nepandra Narayon Govt. High School.	CGPA: 4.69 out of 5	2009	Two Years

## Personal Information

Name	:	Md. Masum
Father's Name	:	Altaf hosen
Mother's Name	:	Mazeda Khatun
Permanent Address	:	Village # Kalampur, Post Office # Kalapur/1351,
	:	Police Station # Dhamrai, District # Dhaka, Bangladesh.
Present Address	:	Village # Kalampur, Post Office # Kalapur/1351,
	:	Police Station # Dhamrai, District # Dhaka, Bangladesh.
Current Location	:	Dhamrai, Dhaka, Bangladesh.
Date of Birth	:	1 <sup>st</sup> January, 1993
Religion	:	Islam
Gender	:	Male
Marital Status	:	Unmarried
Nationality	:	Bangladeshi By Birth
National Identification Number	:	2384969586
Height	:	5 Feet 4 Inchs
Weight	:	56 KG
Blood Group	:	(A+) Positive

## Reference-1

Name	:	Kamruzzaman Bulbul
Organization	:	Touch & Take Trading
Designation	:	Managing & Marketing Manager
Company Location	:	H # 35(6 <sup>th</sup> Floor), R # 03, Niketon, Gulshan, Dhaka.
Mobile No	:	+ 88 016 844 76 755
Email	:	<a href="mailto:comeinbangladesh@gmail.com">comeinbangladesh@gmail.com</a>
Relation	:	Professional

## Reference-2

Name	:	Mohammad Yousof Ali
Organization	:	Dutch-Bangla Bank.
Designation	:	Relationship Manager
Company Location	:	Saver
Mobile No	:	<u>01788808923</u>
Email	:	mohammadyous11@gmail.com
Relation	:	Uncle

## Statement:

I declare that, the information provided in this document is true and accurate to the best of my knowledge and belief. I am aware that, knowingly providing false information with the intension of securing an improper advantage will treat as a gross misconduct warranting dismissal.

**Yours Sincerely,**



**Signature**