



Niaz Bin Azhar

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Career Objective

To make optimum utilization of my knowledge and skills, utilize opportunities effectively for professional growth and to contribute in the best possible way for the betterment of organization and self.

Experience

**Marketing Executive-Parkway Hospitals,Singapore,
Patient Assistance Center,Sylhet**

-From April 2019

-Responsibilities:

- Analyzing the market,including competitors and consumers.
- Executing marketing strategies and campaigns.
- Monitoring and analyzing the distribution of promotional materials.
- Promotional activities.
- Devising and presenting ideas and strategies.
- Organising Events.
- Marketing hospital's informations,packages to targeted groups.
- Maintain office Accounts.

Entrepreneur Experience

Restaurant Owner, October/2016 to December/2018

- Owned and operated a partnership restaurant
- Managing Business Finances, including Paying vendors and suppliers for product services rendered.
- Monitored Income-Expense sheet and adjust Expenses.
- Handle Daily cash records,readings,bank deposits and bookkeeping.
- Researched Public Perception of products and services and used information gathered to guide strategy development.
- Employee hiring,training.

Education

Bachelor of Social Sciences (B.S.S)

SHAHJALAL UNIVERSITY OF SCIENCE & TECHNOLOGY, SYLHET

- **Department** : Economics
- **Year of Passing** : 2014
- **Result** : 2.87 in 4.00 scale

Higher Secondary Certificate (HSC)

JALALABAD CANTONMENT PUBLIC SCHOOL AND COLLEGE, SYLHET

- **Board** : Sylhet
- **Group** : Humanities
- **Year of Passing** : 2009
- **Result** : 4.80 out of 5.00

Secondary School Certificate (SSC)

RIFLES PUBLIC SCHOOL, SYLHET

- **Board** : Sylhet
- **Group** : Humanities
- **Year of Passing** : 2007
- **Result** : 5.00 out of 5.00

Workshop & Training

Completed a “**Database Management and Programming**” from **Department of Computer Science & Engineering** of Shahjalal University of Science & Technology and got certificate.

Completed an “**English Language**” Course from **Department of English** of Shahjalal University of Science & Technology and got certificate.

Completed an **Elementary level 12- day Special English Course** & got certificate from **UK-Bangladesh Education Trust (UKBET)**.

Successfully completed a week long **National Camping** in Sylhet from **Bangladesh National Cadet Corps** under the supervision of **Bangladesh Army**.

Skills

Language Efficiency

Well conversant and fluent in writing and oral communication in English & Bangla.

Computer Literacy

- **Operating System** : Windows ,Ubuntu
- **Application Package** : MS. Office (Word, Excel, PowerPoint, Outlook), Adobe Photoshop, Database Management.
- **Hardware** : Computer Hardware Setup & Windows troubleshooting.

Co-Curricular activities

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- Former **Vice President** of **NONGAR** (a leading musical organization of SUST) in 9th Executive Committee; (February 14 - March 15).
 - **Joint Secretary** of **NONGAR** in 8th Executive Committee; (February 13 - February 14).
 - **Head of Music School** of **NONGAR** in 8th Executive Committee; (February 13 - February 14).
 - **Cultural & Sponsor Management Secretary** of 20th Batch RAG of Department of Economics in 2015.
 - **Cultural Secretary** of RAG 09 of 2009-10 batch of SUST.
 - **Convener** of Somnilito Sankskritik, Samajik, Secchasebi & Krira Zote Of SUST from February 2014 to March 2014
 - Player of Basketball team of Dept. of Economics.

References

Zahir Uddin Ahmed

Professor
Shahjalal University of Science & Technology
Department Of Economics, D Building, SUST,Sylhet
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Relation: Academic.

Moaz Bin Azhar

Captain
Bangladesh Army
BA- 8398
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Relation: Brother.

Certification

I hereby certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience.

MOAZ BIN AZHAR