

Last Updated : **April 13, 2016**

## **PARTHO SAROTI CHAKRABHARTY**

Address: Al-Ishla, House No.: 37, Road : 02, Block-B, North Baluchar , Sylhet.

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### **Career Objective:**

To build up a highly professional working skill with a renowned organization and tie up own knowledge and experience and the employer's expectations in order to meet the goal with ultimate success.

### **Career Summary:**

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### **Special Qualification:**

Office Management : MS Word, MS Excel, MS Access, MS PowerPoint.  
Graphics Design : Adobe Photoshop, Adobe Illustrator.

### **Employment History:**

**Total Year of Experience : 1.8 Year(s)**

#### **1. Monitoring Officer ( July 1, 2014 - March 31, 2016)**

##### **Institute of Development Affairs - IDEA**

Company Location : Sylhet

Department: Monitoring & Evaluation

##### **Duties/Responsibilities:**

1. Work with Water-Aid to develop project level M&E systems.
2. Design a Monitoring Plan and MIS
3. Field Monitoring at regular interval for informing the project on track or not.
4. Attend regular meeting and share field findings among project staffs.
5. Communication with Water-Aid respective line authority for well functioning the Monitoring system of the project.
6. Coordination and share with project staff for achieving the objective of the project.
7. Participate regular training, workshop and different seminars as per need of the project.
8. Maintain an up-to-date information database system which can be accessed whenever information is requested
9. Prepare monthly work plan and accomplishment report.
10. Report compilation and submission to respective authorities.
11. Contact relevant PNGOs and other information sources as needed.

### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year
M.S. in Aquaculture	Fisheries	Sylhet Agricultural University	CGPA:3.53 out of 4	2014
B.Sc.Fisheries (Hons.)	Fisheries	Sylhet Agricultural University	CGPA:3.04 out of 4	2012
HSC	Science	MC College Sylhet	CGPA:4.8 out of 5	2008
SSC	Science	PC High School	CGPA:5 out of 5	2005

### **Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 35000  
 Expected Salary : Tk. 15,000  
 Preferred Job Category : Bank/Non-Bank Fin. Institution, NGO/Development  
 Cox"s Bazar, Dhaka, Gopalganj, Habiganj, Jamalpur, Khulna,  
 Preferred District : kishoreganj, MoulaviBazar, Mymensingh, Rajshahi, Rangpur,  
 Sirajganj, Sunamganj, Sylhet, Tangail  
 Preferred Country : China, New Zealand, Norway, Sweden, United Kingdom,  
 United States, Australia, Canada, Denmark, Switzerland  
 Preferred Organization : Banks, Training Institutes, Govt./ Semi Govt./ Autonomous  
 Types body, NGO, Public Relation Companies, Shrimp, Food  
 (Packaged)/Beverage, Agro based firms (incl. Agro  
 Processing/Seed/GM), Manpower Recruitment, Research  
 Organization, Packaging Industry, Fisheries

### **Language Proficiency:**

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

### **Personal Details :**

Father"s Name : Pijush Kanti Chakrabharty  
 Mother"s Name : Mina Chakrabharty  
 Date of Birth : May 10, 1989  
 Gender : Male  
 Marital Status : Unmarried  
 Nationality : Bangladeshi  
 Religion : Hinduism  
 Permanent Address : Vill : Badedauly, P.O. : Badedauly , P.S. : Fenchugong , Dist. : Sylhet.  
 Current Location : Sylhet

### **Reference (s):**

Name : Dr. Md. Nazrul Islam  
 Organization : Sylhet Agricultural University  
 Designation : Associate Professor Dept. of Agronomy  
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 Relation : Academic

