

Résumé Of Rabeya Akter



Mailing Address:

House No- 1/28, Block-F,
Bizli Mohalla, Mohammadpur,
Dhaka- 1207
Cell : 01687177138
E-mail: shanta12333@gmail.com

CAREER OBJECTIVE

To establish in a challenging environment gather knowledge & experience. Enter in a goal oriented & challenging job environment where the standard of work is high & there are opportunities to develop myself. Also to suit in the atmosphere of propagation of knowledge.

EDUCATIONAL BACKGROUND

Bachelor of Business Administration (BBA) Hon's

Institution : Dhaka City College
Subject : Finance & Banking
Result : 3.33

Higher Secondary Certificate (HSC)

Institution : Bir Shreshtha Noor Mohammad Public School & College
Subject : Business Studies
Year of pass : 2013
Result : GPA- 4.30 out of 5.00
Board : Dhaka

Secondary School Certificate (SSC)

Institution : Kisholaya Girls School & College
Subject : Business Studies
Year of pass : 2011
Result : GPA- 4.50 out of 5.00
Board : Dhaka

QUALIFICATIONS PROFILE

Computer Skills:

- Operating System: Windows XP, Vista and Windows 7
- Application: Microsoft Office 2000-2007 (Word, Excel, Power Point) & Internet browsing.

Other Qualifications:

- Ability to work under pressure.
- Ability to analyzed
- Ability of management

LANGUAGE SKILLS

Capability In-	Reading	Writing	Speaking
Bengali	Excellent	Excellent	Excellent
English	Excellent	Excellent	Excellent

PERSONAL DETAIL:

Father's Name : Md. Eleas Hossain
 Mother's Name : Rina Begum
 Permanent Address : House: 21/6, Block-F, Bizli Mohalla,
 Mohammadpur, Dhaka- 1207
 Date of Birth : 12th April, 1996
 Nationality : Bangladeshi by Birth
 Religion : Islam
 Marital Status : Single
 Sex : Female
 Height : 5'

REFERENCE

Md. Azizur Rahman Shamim
 LankaBangla (Mirpur Branch)
 Team Leader (Credit Card)
 Mobile: 01712382766
 Email:Shamim_say@yahoo.com

DECLARE

I hereby declare the information herein above is true and authentic. I also agree to accept all the standard terms and conditions for the employment if selected by the competent authority.

Signature:

.....
Rabeya Akter

Date :