

SHAH HISAM AHMED

116/A Komlabagan, Mojumdari, Sylhet

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Personal statement

Able to work under pressure with minimum guidance and supervision. A very punctual and dynamic person. A reliable and hardworking person with enthusiasm towards life. Also have a flexible attitude with an open minded approach to any new methods of instruction that may be implemented. A team player but also capable of working on own initiative.

Career Objective

To obtain a full time position in a company that offers a professional and honest working environment and enables me as a fresh graduate to grow while meeting the corporation's goals.

Work Experience

A Freelance Accounting Firm

Assistant Bookkeeper

January 2016 – April 2016

I have worked as a freelance Assistant Bookkeeper, offering a range of services including recording bank transactions, bank reconciliation in Quick book

Education

2012 – 2016

Bachelor of Business Administration (BBA)

University : Leading University, Sylhet
Major : Accounting & Information System
CGPA : 2.72 on a scale of 4.00
Year : 2016

2010 – 2012

Higher Secondary Certificate (HSC)

Group : Business Studies
Institution : Sylhet Commerce College, Sylhet.
Result : GPA 5.00 on a scale of 5.00
Passing year : 2012

2008 – 2012

Secondary School Certificate (SSC)

Group : Business Studies
Institution : Blue Bird High School and College, Sylhet.
Result : GPA 4.31 on a scale of 5.00
Passing year : 2010

Computer Skills

Applications and Tools: Quick book, Adobe Photoshop Cc, Microsoft Word, Microsoft Power Point, Microsoft Excel,

Language Proficiency

- Bengali: Native tongue
- English: Business standard

Personal Details :

Father's Name : Shah Zubair Ahmed
Mother's Name : Fatema Zubair
Date of Birth : January 1, 1994
Gender : Male
Marital Status : Single
Nationality : Bangladeshi
Religion : Islam
Permanent Address : 116/A Komla bagan, Mojumdari, Sylhet
Current Location : Sylhet

References:

Name : Dr. Md Rashedul Azim
Organization : LeadingUniversity
Designation : Assistant Professor
Mobile : 01716599135
Relation : Family Friend

Name : Atikur Rahman Baizid
Organization : LeadingUniversity
Designation : Assistant Professor
Mobile : 019113099227
Relation : Academic