

Curriculum Vitae

Of

Rukshana Bari Kaynat

Cell: +8801786-252333

Carrere Objective:

To establish my career I feel great interest to work in this section. To serve the Organization by sharing my ideas. I give my best effort to achieve the aim of the organization.

Academic Background:

Bachelor of Business Administration (B.B.A)

Institution : Madan Mohan College, Sylhet.
Major in : Accounting (final year)

Higher Secondary School Certificate (H.S.C):

Group : Science.
Year of Passing : 2012.
Institute : Sylhet Govt. College.
Result : GPA- 3.60 Out of 5.00.
Board : Sylhet.

Secondary School Certificate (S.S.C):

Group : Science.
Year of Passing : 2010.
Institute : Kulaura Girl's High School.
Result : GPA-4.06 Out of 5.00.
Board : Sylhet.

Language Proficiency:

Bangle : Both in Speaking & Writing.
English : Both in Speaking & Writing.

Computer Skill:

MS-word, Ms-Excel, Ms-Access, Database,
Power point & Internet browsing.

C.T.N

Personal Details:

Name : Rukshana Bari Kaynat.
Father's Name : Md. Bazlul Bari.
Mother's Name : Fahmida Bari.
Present Address : House No-11, Road No-2, Hatimbag, Shibgonj, Sylhet-3100.
Permanent Address : Same as above.
Date of Birth : 08-07-1995.
Nationality : Bangladeshi.
Marital Status : Unmarried.
Religion : Islam.
Gender : Female.
Contact : +8801786-252333.

Declaration,

I hereby declare that all information presented here are true to my knowledge if required and where applicable this document can be supported by appropriate papers & Reference.

Signature

Rukshana Bari Kaynat