

Last Updated : **August 19, 2018**

SHAHIN AHMAD

Address: Holding No: 764, Vill: Haropara P.O: Khadim Nagar P.S:
Sylhet, Sadar Dist: Sylhet
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Career Objective:

A highly motivated individual wishing to use analytical and academic knowledge to purpose a long path to the best utilization of my potentiality for long run service.

Career Summary:

Name of Exam Passing Year Group/Subject Board/ University Result
S.S.C 2002 Humanities Sylhet G.P.A- 3.63
H.S.C 2004 Humanities Sylhet G.P.A- 4.10
B.A (Hon`s) 2009 English National University 2nd class
(marks 916)
M.B.A 2016 Finance&Banking Leading University 3.45
IELTS 2013 ENGLISH LANGUAGE BRITISH COUNCIL 5.5
Post Graduation Diploma 2010 Computer Science & Engineering N.Y.D.T.C A +
Basic Course 2011 Networking N.Y.D.T.C A

Special Qualification:

COMMUNICATION SKILL : Communicative, friendly, positive thinking attitude

COMPUTER SKILL

Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft power point & Internet Browsing, Hard-wearing & Networking.

INTEREST AND ACTIVITIES:

Employment History:

Total Year of Experience : 2.8 Year(s)

1. **virtual assistant (September 21, 2018 - Continuing)**

Staff India

Company Location : A Block uposohor, Sylhet

Duties/Responsibilities:

websites development

2. **Students Councillng (August 1, 2017 - Continuing)**

The Sky Line Travels

Company Location : 8th floor, blue water, zindabazer, sylhet

3. **Internship Officer (February 14, 2016 - January 29, 2017)**

South Bangla Agriculture & Commerce Bank Ltd

Company Location : Islampur, Sylhet

Department: GB , Cash & School Banking

Duties/Responsibilities:

general banking , cash

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
M.B.A.(Fall 2014)	Finance & Banking	Leading University, Sylhet	CGPA:3.45 out of 4	2016	20 MONTHS
M.A.	English	National University	Second Class, Marks :46.4%	2009	1 year
B.A. HONOURS	English	National University	Second Class, Marks :45.8%	2009	4 year
HSC	HUMANITIES	JALALABAD CANT. BOARD HIGH SCHOOL	CGPA:4.1 out of 5	2004	2 YEAR
SSC	HUMANITIES	JALALABAD CANT. BOARD HIGH SCHOOL	CGPA:3.63 out of 5	2002	2 YEAR

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
BASIC ON NETWORKING	COMPUTER NETWORKING	N.Y.D.T.C.	BANGLADESH	SYLHET	2010	3 MONTHS
POST GRADUATE DIPLOMA IN COMPUTER	HARDWARE & SOFTWARE	N.Y.D.T.C.	BANGLADESH	SYLHET	2009	1 YEAR
PILOT COURSE	I.C.T.	M.C. COLLEGE, SYLHET	BANGLADSH	SYLHET	2008	1 YEAR

Professional Qualification:

Certification	Institute	Location	From	To
Networking in Computer	N.Y.D.T.C	SYLHET	March 10, 2011	June 10, 2011
Computer Science & Engineering Networking	N.Y.D.T.C	SYLHET	November 12, 2009	November 11, 2010

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Expected Salary : Tk. 20,000
 Preferred Job Category : Bank/Non-Bank Fin. Institution, Customer Support/Call Centre
 Preferred District : Bandarban, Cox"s Bazar, MoulaviBazar, Sunamganj, Sylhet
 Preferred Country : Germany, Italy, Japan, United Kingdom, Australia, Austria, Canada, France, United Arab Emirates
 Preferred Organization Types : Computer Hardware/Network Companies, Multinational Companies, Embassies/Foreign Consulate, Market Research Firms, Consulting Firms, Restaurant, Airline, Travel Agent, Tea Garden, Immigration & Education Consultancy Service, Call Center

Specialization:

Fields of Specialization
<ul style="list-style-type: none"> • cash management • Customer Support/ Client Service • Adobe Photoshop • Office assisting • Customer Support

Language Proficiency:

Language	Reading	Writing	Speaking
BANGLA	High	High	High
ENGLISH	Medium	Medium	Medium

Personal Details :

Father"s Name : MUZIBUR RAHMAN
 Mother"s Name : HELENA BEGUM
 Date of Birth : July 15, 1986
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : ISLAM
 Permanent Address : Holding No: 764, Vill: Haropara P.O: Khadim Nagar P.S: Sylhet, Sadar Dist: Sylhet
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Zabed Emdad Chowdhury	Nazmus Sakib
Organization	: SBAC Bank LTD	Brac Bank ltd
Designation	: FAVP &Manager	Manager
Address	: Islampur, SYLHET	Zindabazer, SYLHET
Phone (Off.)	: 01673638595	
Phone (Res.)	:	
Mobile	: 01717021750	01730076986
EMail	: zabed.emdad@sbacbank.com	
Relation	: Professional	Family Friend