

## SYED MILHAN

Address: Neharipara D/44,Akhalia,Sylhet  
Mobile: 01710716953

e-mail : syedmilhan@gmail.com



### **Career Objective:**

To work as a Business Administrator and to face challenges using knowledge, perception and innovation to pursue long- term successful career in dynamic and professional environment at any reputable organization through my aptitude, hard work.

### **Employment History:**

1. **Executive- in Anwar Group Of Industries** From 6<sup>th</sup> January 2017 till now.

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

Data entry, Recovery

2. **Distributor Compliance Officer ( February 1, 2015 - December 31, 2016)**

**Hussain Telecom. (Authorized Distributor bKash Ltd.)**

**Company Location : Sylhet**

**Department: Customer Service**

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

**Reporting and Resolve Problems of bKash Agents**

### **3 Months internship program in Agrani Bank, Laldighirpar Br. Sylhet.**

### **Academic Qualification:**

Exam Title	Concentration/Major	Board	Result	Pas.Year	Duration
MBA	Human Resource Management	Sylhet International University, Sylhet	CGPA:3.23 out of 4	2016	1 Year
BBA	Management	Sylhet International University, Sylhet	CGPA:2.83 out of 4	2015	4
HSC	Humanities	Sylhet	CGPA:3.10 out of 5	2010	2
Dakhil	Humanities	Madrasah	CGPA:4.75 out of 5	2008	-

### **Language Proficiency: IELTS Score- 6.5**

Listening	Speaking	Writing	Reading
6.5	6.5	6.0	6.0

**Computer Skills:**

Course Title	Topic	Institute	Country	Location	Year	Duration
Advance Computer Certificate Course	Microsoft Word, Microsoft PowerPoint, Microsoft Excel, Microsoft Access, Internet browsing etc	Dishary Computer, Modina Market, Sylhet	Bangladesh	Sylhet	2009	6 Months

**Extra Curricular Activities:**

Sports and Games

**Personal Details :**

Father's Name : Syed Md. Anas  
Mother's Name : Rubi Khanom  
Date of Birth : 11<sup>th</sup> September, 1992  
Gender : Male  
Marital Status : Single  
Nationality : Bangladeshi  
National Id No. : 19929196209000231  
Religion : Muslim  
Permanent Address : Neharipara D/44,Akhalia,Sylhet  
Current Location : Sylhet

**Reference (s):****Reference: 01**

Name : Syed Salwan  
Organization : Mind Map Communication  
Designation : Area Executive  
Address : House-57/2, Road-14, Block-G,Niketon,Gulshan-1,Dhaka  
Phone (Off.) :  
Phone (Res.) :  
Mobile : 01670584585

**Reference: 02**

Md. Abul Monsur  
Agrani Bank Ltd,Zindabazar Branch,Sylhet  
Assistant General Manager  
Neharipara, Block/D,Akhalia,Sylhet  
  
01924376593

Signature



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