Resume of

Saikat Paul

Mailing Address: Cell: 01788-483993

Email: Saikatpaulshovon@gamil.com

Address: Shibbari (Poytthopara), Kodomtoli 3111, Sylhet.

Career Objective:

I am Sincere, Honest, Hardworking, Self-motivated and Reasonably presentable person having positive attitude towards working with good interpersonal relations with different nationals and religions.

Working Experience:

1. Private Organization : Shaita Miah Global Academy (School & College)

Designation : Computer Operator Start Date : 05 January 2021 End Date : 25 December 2022

2. Private Organization : Meth Online Computer

Designation : Computer Operator
Start Date : 03August 2017
End Date : 31 December 2017

8. Brand Promote

Sector : Marketing

Start Date : 12 January 2025 End Date : 30 January 2025 Company : Shahjalal Company.

Educational Qualification:

1. Bachelor of Honours (BBA)

Institute Name: Fenchuganj Degree College, Sylhet.

Subject: Management (BBA) University: National University

Session: (2017-2018)

Result: CGPA 2.60 (Out of 4)

Year: 2022

2. Higher Secondary Certificate (HSC)

Institute Name: Modan Mohan College, Sylhet.

Group: Business studies

Board: Sylhet

Result: GPA 3.50 (Out of 5)

Year: 2016

3. Secondary School Certificate (SSC)

Institute Name: Johir Tahir Memorial High School, Sylhet.

Group: Business studies

Board: Sylhet

Result: GPA 3.69 (Out of 5)

Year: 2014

Couse Skill:

1. Computer Operation

Duration: June 2016 - November 2016

Institute: Technical Training Centre, Sylhet.

2. Graphics Design

Duration: January 2017 - June 2017

Institute: Technical Training Centre, Sylhet.

3. Steno Typing (Short Hand)

Duration: September 2016 - December 2017

Institute: Youth Development Technical Institute, Sylhet.

4. English Language

Duration: June 2018 - July 2018

Institute: Technical Training Centre, Sylhet.

5. Cooking (Tourism and Hospitality)

Duration: Two months 2022

Institute: Technical Training Centre, Sylhet.

6. Digital Marketing (Batch 21)

Duration: July 2022 – December 2022

Institute: One man Solutions, Sylhet.

7. Motorcycle Light Vehicle

Sector: Professional Motor Driving Licence.

Institute: Bangladesh Road Transport Authority.

Extra Skill:

- > Hard Working.
- ➤ Good Communication.
- ➤ Ability to make the situation favorable.
- Good controlling and planning.
- ➤ MS word, Excel, Power-point, E-mail, Internet Browsing.

Language Skill:

➤ Bangla, English Fluent Reading, Listening and Speaking.

Personal Information:

Name	: Saikat Paul
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Father's Name	: Shitesh Paul
Mother's Name	: Shompa Rani Paul
Date of Birth	: 20 January 1998
Nationality	: Bangladeshi
Religion	: Hinduism
Gender	: Male
National	: 6455157104
Marital Status	: Single
Blood Group	: B+
Departmental Status	: None
Present Address	: Shibbari, Poytthopara, 27 No Ward.

Permanent Address:

Vill/Town/Road : Shibbari, Poytthopara, 27 No Ward, Sylhet City Corporation.

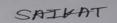
District : Sylhet.

Upazila/P.S. : Sylhet Sadar. Post Office : Kadamtali.

Post Code : 3111

Declaration:

I am Sincere, Honest, hardworking, self-motivated and reasonably presentable person having positive attitude towards working with good interpersonal relations with different nationals and religions.



Signature 17.02.25
Date