

PERSONAL INFORMATION

Sajib Junayed Safal



📍 134/155 Shanti Nivash, High level Road, Khulshi, Chittagong-4211

📞 +8801829683311

✉ Zunaidsofol@gmail.com

Sex Male | Date of birth 12 Sep 1993 | Nationality Bangladeshi

CAREER OBJECTIVE

To work in demanding as a young where I am able to use my skill and knowledge gained through my Bachelors of Business Administration degree that will enhance my working capabilities and profession skills to serve my organization with sheer determination, loyalty and courage in the best possible way to help me achieve personal as well as organizational goals.

EDUCATION & TRAINING

2016-2017

Masters of Business Administration**University of Chittagong**

Department of Human Resource Management

Result: Appeared

2013-2016

Bachelor of Business Administration**University of Chittagong**

Department of Management

- Passing Year: 2016
- **CGPA 3.49 on a scale of 4.00**

2010-2011

Higher Secondary School Certificate**Chittagong Cantonment School and Collage**

- Passing Year: 2012
- **GPA 5.00 on a scale of 5.00**

2008-2009

Secondary School Certificate**Chittagon Government High School**

- Passing Year: 2010
- **GPA 4.88 on a scale of 5.00**

November 2017 – April 2018

LICT Fundamental Skills in Accounting and Finance**Affiliated by George Washington University**

- ID- **G038673**
- Duration: 6 month

February 2018- July 2018

Diploma In Office Management**Digital Computer Academy**

Duration : 6 Months

WORKSHOP
& ACHIEVEMENTS

Participation in Social Business Youth Summit 2014
Participation in Career Quest Program organized by Management Communication Club,CU

PERSONAL SKILLS

Mother tongue Bengali

Other language(s)	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B2	C1	B1	A2	B1

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user

Technical skills

- Microsoft Word
- Microsoft PowerPoint
- Microsoft Excel
- SPSS

Strengths

- Hardworking
- Self Motivated
- Strong Convincing Power

ADDITIONAL INFORMATION

Nickname: Safal
Fathers' Name: Shawkat Hossain Talukdar
Mothers' Name: Shirin Akter
Marital Status: Unmarried
Religion: Islam
Permanent Address: Village:Padua, P.O: Uttar Padua, Upazilla: Rangunia, District: Chittagong

EXPERIENCE

Ekushey Potrika (2019)

JOB TITLE : CORDINAATOR

Bangladesh Spinners and Knitters Ltd. (2018)

JOB TITLE : INTERNSHIP

REFERENCES

A.K.M. Tafzal Haque
Professor
Department of Management
University of Chittagong
Chittagong-4331, Bangladesh
Cell No.: +880 1819613992
Email:

Md. Sharfuddin Rashed
Assistant Professor
Department of Management
University of Chittagong
Chittagong-4331, Bangladesh
Cell No.: +880 1815854560
Email:

I, the undersigned, certify that, to the best of my knowledge and belief, this CV correctly describes me and my qualifications. I understand that any wilful misstatement described herein may lead to disqualification or dismissal, if employed.

Sajib Junayed Safal