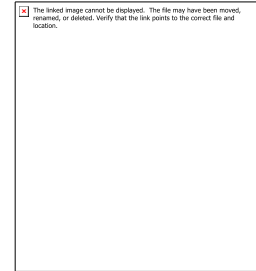


Applied For: **IT Executive (Sylhet)**

Last Updated : **April 26, 2017**

## SHAHRIAR HASAN

Address: Sylhet Gas Field Ltd. Chiknagul, Thana: Jaintapur, Sylhet  
Home Phone: +8801681463576  
Mobile : +8801737975966  
email:anik.syl@gmail.com



### **Career Objective:**

To utilization of my academic qualification to work in a challenging and competitive environment where strong scenes of responsibility is a must. For learning and career progression within the organization exists and opportunity for further career.

### **Employment History:**

**Total Year of Experience : 0.5 Year(s)**

#### **1. Compliance Officer ( October 1, 2015 - March 17, 2016)**

##### **Bkash Limited**

Company Location : Mymensingh

Department: Commercial

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

-Ensure prescribed KYC quality check, verify and approve KYC at distributor premises. -KYC information quality check through random verification, identify fake KYC. -Final approval of KYC acceptance (bar code scan) for final customer wallet activation. -KYC compliance reporting. -Execute compliance related direction, initiatives, resolutions for distribution house and its employees. -Guide & ensure proper STR reporting & market compliance. -Report Non-Compliance Activities to Area Compliance Manager. -Distribution House logistics, POSM & other resource management -Daily Reporting & Business Monitoring including (Distribution house KPI etc.)

#### **2. Sales & Support Executive ( August 18, 2015 - September 21, 2015)**

##### **Augere Wireless Broadband Bangladesh Ltd. (Qubee)**

Company Location : Sylhet

Department: Sales & Marketing

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

- Sales products to retail & corporate customers.
- Ensure follow up calls.
- Assist supervisor to generate sales.
- Installing and configuring computer hardware operating systems(OS,MAC) and applications.
- Monitoring and maintaining computer systems and networks.
- Talking staff or clients through a series of actions, either face to face or over the telephone to help set up systems or resolve issues.
- Troubleshooting system and network problems(LAN/WAN) and diagnosing and solving hardware or

software faults.

- Replacing parts as required.
- Providing support, including procedural documentation and relevant reports.
- Rapidly establishing a good working relationship with customers and other professionals.
- Recommend products to customers, based on customers needs and interests Work effectively alongside other departments to ensure integrated approach to customer Record sales and customer information and stock.

#### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of Business Administration	Marketing	Leading University, Sylhet	CGPA:2.73 out of 4	2015	4 years
HSC	Business Studies	Jalalabad Cantonment Public School & College	CGPA:4.4 out of 5	2010	2 years
SSC	Business Studies	Jalalabad Cantonment Board High School	CGPA:4.06 out of 5	2008	2 years

#### **Professional Qualification:**

Certification	Institute	Location	From	To
Internship	Berger Paints Bangladesh Ltd.	Sylhet, Bangladesh	November 9, 2014	February 9, 2015

#### **Career and Application Information:**

Looking For	: Entry Level Job
Available For	: Full Time
Expected Salary	: Tk. 25,000
Preferred Job Category	: Bank/Non-Bank Fin. Institution, Marketing/Sales
Preferred District	: Chattogram, Cox's Bazar, Dhaka, Jamalpur, Mymensingh, Sylhet
Preferred Country	: Japan, Qatar, United States, Australia, Canada, Finland, France, Kuwait, Spain, United Arab Emirates
Preferred Organization Types	: Banks, Advertising Agency, Trading or Export/Import, Multinational Companies, Hotel, Airline, Direct Selling/Marketing Service Company, Overseas Companies, Group of Companies, Tobacco, Satellite TV, Immigration/Visa Processing

#### **Specialization:**

Office applications: Total Ms Office package, MS Access and all web browsers & Photoshop.

#### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High

#### **Personal Details :**

Father's Name	: A.K.M. Kamrul Hasan
Mother's Name	: Ferdous Ara Begum

Date of Birth : December 28, 1992  
 Gender : Male  
 Marital Status : Unmarried  
 Nationality : Bangladeshi  
 Religion : Islam(Sunni)  
 Permanent Address : Vill - Adipoito, P/O - Melandaha, Upazila - Melandaha, Jamalpur  
 Current Location : Sylhet

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Ihiet Sharma	Ziaul Haque
Organization	: Leading University	ONE Bank Ltd.
Designation	: Senior Lecturer	Principle Officer
Address	: Leading University, Sylhet	ONE Bank Ltd. Corporate Headquarter
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: +8801819848464	+8801711225281
EMail	:	
Relation	: Academic	Relative