

Last Updated : **March 25, 2017**

## SHAMMI AKTHER

Address: 66/1,(unit-3)provati pir moholla ,Lichu Bagan,sylhet-3100  
 Home Phone: 01784333252  
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### **Career Objective:**

To apply my academic and work experience in the challenging fields of Economic and develop a career in the area of business and commerce. My ultimate aim is to work as an active member of an energetic team in a large environment .

### **Special Qualification:**

Comfortable in Windows platform.  
 Capable of working with Microsoft Office Package.  
 Able to learn new computer skill quickly.  
 Familiar with web browsing, E-mail and Internet function

### **Employment History:**

**Total Year of Experience : 1.1 Year(s)**

1. **Operation Officer ( April 1, 2012 - May 16, 2013)**

**VFS GLOBAL**

Department: Customer Service & Administration

**Duties/Responsibilities:**

Application Inquiry  
 Submission  
 Preparation of daily reports .  
 Maintaining good Customer Relationship.

### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Human Resource Management	Premier University, Chittagong	CGPA:3 out of 4	2012	2
M.S.S	Economics	National University	First Class	2008	1
LLB	Law	National University	Second Class, Marks :55%	2013	2
B.S.S	Economics	National University	Second Class	2007	4
HSC	Business studies	BAWA College	CGPA:3 out of 5	2003	-
SSC	Business studies	Nurul islam school.	CGPA:3.5 out of 5	2001	-

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

Looking For : Entry Level Job  
Available For : Full Time  
Expected Salary : Tk. 16,000  
Preferred Job Category : Bank/Non-Bank Fin. Institution, Education/Training  
Preferred District : Sylhet  
Preferred Organization : Banks, Telecommunication, Training Institutes,  
Types : Multinational Companies, Overseas Companies

### **Specialization:**

A self-driven attitude, willingness to learn and a strong presence of mind; Adaptable to complex & challenging situation; Confident, optimistic, devoted, sincere and hard working.

### **Extra Curricular Activities:**

Reciting.Singing.

### **Language Proficiency:**

Language	Reading	Writing	Speaking
English	High	High	High
Hindi	Low	Low	Medium

### **Personal Details :**

Father"s Name : Md. Badrul Alam  
Mother"s Name : Mrs. Syedun Nahar  
Date of Birth : May 22, 1986  
Gender : Female  
Marital Status : Married  
Nationality : Bangladeshi  
Religion : Islam.  
Permanent Address : 409/Chandgaon R/A.(2nd floor).Road No-10,Block - B.Chittagong.  
Current Location : Chattogram

### **Reference (s):**

	Reference: 01	Reference: 02
Name	: A K M Gulam kibria Tapader	Md.Golam Mohouddin Chowdhury
Organization	: Education board of sylhet	Al-Arafah Islami Bank Ltd
Designation	: secretary & Chairman	Manager
Address	: Sylhet Education Board,Gota Tikor,Sylhet.	zindabazar,sylhet.
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: 01711922484	01711431175
EMail	:	
Relation	: Family Friend	Relative

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