

Last Updated : **July 27, 2015**

SHOROF UDDIN AHMED

Address: House #3E, Shahjalal University Quarter, Shahjalal University of Science and Technology, Sylhet, Bangladesh

Home Phone: N/A

Office Phone :N/A

Mobile : 01716-295989

email:shorof82@gmail.com, sebulpgd@yahoo.com



Career Objective:

To earn livelihood and contribute to mankind as my efficiency and thus apprised in the society.

Career Summary:

- # To enrich decision-making ability as professional team worker
- # To built up career in any challenging profession
- # To apply all practical knowledge to relevant field
- # To keep update myself with latest information and communication technology.

Special Qualification:

Cisco Certified Networking Associate, Cisco Academy under Shahjalal University of Science and Technology, Sylhet.

Employment History:

Total Year of Experience : 14.0 Year(s)

1. Sub-Asst. Programmer (July 1, 2008 - Continuing)

Shahjalal University of Science and Technology

Company Location : Sylhet

Department: Accounts Office

Duties/Responsibilities:

Computer, Computer Accesories, Hardware, Software and Other Equipments maintenance.

2. Office Assistant (Accounts) (December 22, 2004 - June 30, 2008)

PGD in IT Project

Company Location : Shahjalal University of Science and Technology, Sy

Department: CSE Department

Duties/Responsibilities:

1. Ledger and Cash Book posting
2. Bank reconciliation statement preparation
3. Monthly Salary statement preparation
4. Payment and Journal Voucher maintain
5. Receipt-Payment Accounts maintain
6. Miscellaneous bill processing
7. Tender Schedule preparation
8. Replying Internal Audit objections
9. Data entry and file updating
10. Library management etc.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
M.A	Philosophy	National University	Second Class, Marks :52%	2004	2003-2004	successfully complete with Second class
B. A	Arts	National University	Second Class, Marks :48%	2002	2000-2001	successfully complete with Second Class
Postgraduate Diploma in IT	Computer	Shah Jalal University of Science and Technology	CGPA:3.48 out of 4	2006	2005-2006	successfully complete with CGPA 3.48
HSC	Science	Fenchugonj Degree College	Second Division, Marks :45%	2000	1998-1999	successfully complete with Second division
SSC	Science	Ghilachara High School	Second Division, Marks :50%	1997	1996-1997	successfully complete with Second division

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Computer Trouble Shooting and Maintenance	M.S Word,Excel and Trouble Shooting	Shah Jala University of Science and Technology, Sylhet	Bangladesh	Sylhet	2005	3 month

Professional Qualification:

Certification	Institute	Location	From	To
Cisco Certified Network Associate Program(CCNA)	Shajalal University of Science and Technology	Sylhet	January 1, 2007	December 31, 2007

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Present Salary : Tk. 20000
 Expected Salary : Tk. 25,000
 Preferred Job Category : General Management/Admin, IT/Telecommunication, NGO/Development
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : American Samoa, Germany, Italy, Malaysia, New Zealand, Qatar, Australia, Canada, France, United Arab Emirates
 Preferred Organization Types : Banks, Telecommunication, Wholesale, College, Design/Printing/Publishing, Software Company, IT Enabled Service, Govt./ Semi Govt./ Autonomous body, NGO, Agro based firms (incl. Agro Processing/Seed/GM), Immigration & Education Consultancy Service, Manpower Recruitment

Specialization:

Fields of Specialization
<ul style="list-style-type: none"> • Training & Development • Human Resources

Language Proficiency:

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

Personal Details :

Father"s Name : Late Md Abdur Rahim
 Mother"s Name : Rowshanara Begum
 Date of Birth : December 4, 1982
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Vill: Ashighor, Post: Judistypur, P.S: Fenchugonj, Dist: Sylhet.
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Professor Dr. Md. Zafar Iqbal	Dr. Md. Shahidur Rahman
Organization	: Shahjalal University of Science and Technology	Shahjalal University of Science and Technology
Designation	: Professor	Professor
Address	: Sylhet	Sylhet
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	:	
EMail	:	
Relation	: Academic	Academic