

Applied For: **Virtual Assistant (for our Sylhet Office so You must be living in Sylhet)**

Last Updated : **September 25, 2016**

Syed Rihan Al Rashed

Address: Nobarun 164/1, Sunarpara, Shibgonj, Sylhet
Home Phone: 0821-760696
Office Phone : 01988801042
Mobile : 01712987331
email: torulota19@gmail.com



Career Objective:

To work in a challenging, dynamic and disciplined job environment to enrich professional skill, competency and level of expertise knowledge

Career Summary:

1 Position: Marketing Executive
Department: Marketing
Company : Abul Khair steel Ltd.
Work station: Sunamgonj.

Present responsibilities:

- a. Business development
- b. Dealer supervision
- c. Market analysis
- d. Product availability confirming in market
- e. Searching for new business
- f. corporate sale
- f. reporting to Zonal Head.

Employment History:

Total Year of Experience : 3.8 Year(s)

1. Marketing Executive (March 13, 2014 - Continuing)

Abul Khair Steel

Company Location : Chittagang
Department: Marketing

Duties/Responsibilities:

Present responsibilities:

- a. Business development
- b. Dealer supervision
- c. Market analysis
- d. Product availability confirming in market
- e. Searching for new business
- f. corporate sale
- f. reporting to Zonal Head.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
M.S.S	Sociology	National University	Second Class, Marks :54%	2009	1Years
B.S.S(Honors)	Sociology	National University	Second Class	2008	4years
HSC	commerc	Modan mohohon college Sylhet	CGPA:2.4 out of 5	2004	2 years
SSC	science	Govt Pilot High School Sylhet	CGPA:3.38 out of 0	2001	-

Career and Application Information:

Looking For : Entry Level Job
 Available For : Full Time
 Present Salary : Tk. 25000
 Expected Salary : Tk. 15,000
 Preferred Job Category : Marketing/Sales, NGO/Development
 Preferred District : Anywhere in Bangladesh.
 Preferred Organization Types : Telecommunication, Manufacturing (FMCG), Wholesale, NGO, Trading or Export/Import, Consulting Firms, Buying House, Airline, Food (Packaged)/Beverage, Direct Selling/Marketing Service Company, Call Center, Share Brokerage/ Securities House

Language Proficiency:

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

Personal Details :

Father's Name : Syed Abdul Muquit
 Mother's Name : Lutfa parveen Chowdhury
 Date of Birth : November 3, 1983
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Nobarun 164/1, Sunarpara, Shibgonj, Sylhet
 Current Location : Sylhet

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Javed Amdad Chowdhery	Mohammad Habibur Rahman
Organization	: south bangla agriculture .` and commerce bank ltd	M.C College, Sylhet
Designation	: branches manager	Assistant Professor
Address	: Islampur Branch .Sylhet	M.C College, Sylhet
Phone (Off.)	: 01717-021750	01558-322558

Phone (Res.)	:	
Mobile	:	01717-021750 01558-322558
E-Mail	:	
Relation	:	Relative Academic