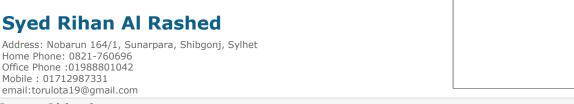
# Applied For: Virtual Assistant (for our Sylhet Office so You must be living in Sylhet)

Last Updated: September 25, 2016



Address: Nobarun 164/1, Sunarpara, Shibgonj, Sylhet

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 availably 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 availably 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):

	Reference: 01	Reference: 02
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

01558-322558

EMail

Relation : Relative Academic