

Last Updated : **October 21, 2014****TANIA AKTHER**

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**Career Objective:**

To build a competitive career in Banking & corporate service.

**Career Summary:**

Target Fullfill & Reach Goal.Understanding optimum planning & knowing how to monitor business performance to achieve that planning effectively.

**Special Qualification:**

Micro & macro Economics

**Employment History:**

**Total Year of Experience : 5.8 Year(s)**

**1. Assistant Executive ( February 16, 2013 - Continuing)**

**Epyllion Groups**

Company Location : 227/A,Tejgone-Gulshan Link Road,Dhaka

Department: Business Planning

**Duties/Responsibilities:**

Planning for Business,Target making & give target,findings lacking,calculating profit & loss,bird view of company.

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Achievement
M.SS	Economics	Shahjalal University of Science & Technology	CGPA:3.39 out of 4	2010	-
Bss.honors	Economics	Shahjalal University of Science & Technology	CGPA:3.3 out of 4	2009	-
HSC	Science	Sylhet M.C.College	CGPA:5 out of 5	2005	Academic scholarship
SSC	Science	Govt Girls High school,Sylhet	CGPA:4.56 out of 5	2003	-

**Career and Application Information:**

Looking For : Entry Level Job  
 Available For : Full Time  
 Expected Salary : Tk. 20,000  
 Preferred Job Category : Bank/Non-Bank Fin. Institution, Research/Consultancy, Mechanic/Technician  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Country : China, Germany, India, Ireland, Malaysia, United Kingdom, United States, Australia, Canada, Switzerland  
 Preferred Organization Types : Banks, Investment/Merchant Banking, University, Clearing & Forwarding (C&F) Companies, Embassies/Foreign Consulate, Consulting Firms, Garments, Buying House, Audit Firms /Tax Consultant, Airline, Electronic Equipment/Home Appliances, Group of Companies

### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"> <li>• Accounts</li> <li>• Admin</li> <li>• Production</li> <li>• Work Study</li> </ul>	Skills: Windows, Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft Power point, E-mail, Outlook Express, Internet and Information Systems.

### **Extra Curricular Activities:**

I am a good painter and artist. I participate many exhibition in Bangladesh academy.  
 Cultural Activities: Debater, Stage Performer (Drama). Voluntary Works: Fund raising during flood 2003, cyclone 2007, cancer treatment of a young poor girl.

### **Language Proficiency:**

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

### **Personal Details :**

Father's Name : A.K.M Faiz Uddin ahmed  
 Mother's Name : Parvin Akther  
 Date of Birth : December 30, 1987  
 Gender : Female  
 Marital Status : Married  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : Khadem Mahalâ, Uttaran-38 R/A, West Sheikghat, Sylhet.  
 Current Location : Sylhet

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Mr. Saad Uddin Ahmed	Arshad ali Chowdhury
Organization	: Head of Operations, Premier Bank Ltd	CFO
Designation	: Senior Executive Vice President (SEVP)	Epyllion Groups
Address	: Iqbal Center, 42, Kemal Ataturk Avenue, Banani, Dhaka 1213	NINA KABBO,,Level-13, 227/A, Tejgoan-Gulshan Link Road, Dhaka-1208
Phone (Off.)	: 01755608397	01730725925
Phone (Res.)	: 01755608397	
Mobile	: 01755608397	01730725925
Email	: saaduddin.ahmed@premierbankltd.com	arshad@epylliongroup.com
Relation	: Relative	Professional

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