

TANVIR ISLAM

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- **CAREER OBJECTIV:** To obtain a creative and challenging and service orientated position in an organization that gives me an opportunity for self-improvement, leadership and enhance my professional skill while contributing to the symbolic growth of the organization with my organizing knowledge, networking, communication skills, innovative and logical skills.

▪ EXPERIENCE

From: June 2019 – April 2020

JOB TITLE: Processor

COMPANY: EFFERVESCENT (PROPERTY PRESERVATION)

Job responsibility:

- Processing the data.
- Communicating with client and vendor.
- Provide information to the client.

▪ EDUCATION

MONTHYEAR: 2009 — 2011

DEGREE TITLE: Secondary school certificate (SSC)

SCHOOL: SIRAJMIA MEMORIAL MODEL SCHOOL, DHAKA

Result : GPA 4.31 out of 5.00

Passing Year: 2011

Group : Business Studies

Board : Dhaka

MONTHYEAR: 2011 — 2013

DEGREE TITLE: Higher secondary certificate (HSC)

COLLEGE: NARAYANGANJ COLLEGE, NARAYANGANJ

Result : GPA 4.20 out of 5.00

Passing Year: 2013

Group : Business Studies

Board : Dhaka

MONTHYEAR: 2014 — 2019

DEGREE TITLE: Bachelor of business administration (BBA)

UNIVERSITY: INDEPENDENT UNIVERSITY BANGLADESH (IUB)

Result : CGPA 2.55 out of 4.00

Passing Year: 2019

Major Subject: Finance

Minor: Management Information system

▪ **SKILLS**

- Excellent interpersonal skills
- Works well in a busy production environment.
- Data analysis
- Business planning
- Proficient in Bangla and English
- Enthusiastic, personable; self-motivated with a professional image and manner
- Project management

▪ **ACTIVITIES**

- Member: IUB E-Business Club & IUB Finance Club, IUB Theatre club.
- Coordinating: Program coordinator at Live field Experience (LFE)'IUB.

▪ **Personal Information:**

- Father's Name : Nazrul Islam
- Mother's Name : Parvin Begum
- Date of Birth : 07.09.1995
- Gender : Male
- Nationality : Bangladeshi
- Marital Status : Unmarried
- Religion : Islam

▪ **REFERENCES:**

▪ **Mohammad Fahad Noor**

Lecturer (Department of finance), Independent University, Bangladesh.

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▪ **Md. Nasim**

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