

# RESUME

OF

**Md. Touhid Islam**

Contact No: 01940361935

House #35, Road-4, Block-C

Solmaid, Vattara, Dhaka-1212

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## Career Object

Achieving a dynamic and challenging job where I could use my technical skills, creativity and above all my academic learning and practical experience in order to develop my career in IT Sector and as well as to contribute in the welfare of the organization.

## Academic Qualifications

Name of Exam : **Bachelor of Business Administration (B.B.A)**  
Name of Institute : Sherpur govt. University College.  
Subject : Accounting. **(Studying)**  
Name of Exam : **Higher Secondary Certificate (H.S.C)**  
Name of Institute : Sreebardi Govt. College.  
Group : Business Studies  
Result/GPA : 3.58 (out of 5.00)  
Passing Year : 2016  
Board : Dhaka  
Name of Exam : **Secondary School Certificate (S.S.C)**  
Name of Institute : Tatihati Ideal School.  
Group : Business Studies  
Result/GPA : 4.50 (out of 5.00)  
Passing Year : 2014  
Board : Dhaka

## Language Proficiency

<u>Language</u>	<u>Reading</u>	<u>Listening</u>	<u>Writing</u>	<u>Speaking</u>
❖ Bangla	Good	Good	Good	Good
❖ English	Good	Good	Good	Good

## Computer Skill

❖ Operating System : Windows XP ,Windows 7, Windows 10  
❖ Application Software : M.S Office & Internet browsing, E-mail.  
Adobe Photoshop, Basic hardware Maintains

## Personal Attributes

- ❖ I am quick learner and capable to adopt with any kind of situation.
- ❖ I am a good team worker and always friendly with colleagues.
- ❖ I have a very good mental strength and always enjoy facing challenges.

## Experience

- ❖ Name of Institution : I.C.T Computer Training Centre.
- ❖ Post : Short Course Trainer.
- ❖ Job Duration : June 2016-January2017
  
- ❖ Name of Institution : D.M IT Landers Ltd.
- ❖ Post : Data Entry Operator.
- ❖ Job Duration : From Feb 2017 –Sep-2017

## Personal Details

- ❖ Name : **Md. Touhid Islam**
- ❖ Father's name : Md. Ratan Mia
- ❖ Mother's name : Piara Begum
- ❖ Date of Birth : 01/04/1998
- ❖ Religion : Islam
- ❖ Nationality : Bangladeshi (By Birth)
- ❖ Marital Status : Single
- ❖ Gender : Male
- ❖ Height : 5 fit 5 inch
- ❖ Permanent Address : Vill- Nachonmohori, P.O: Aynapur, P.S.- Jhinaigati, Dist- Sherpur
- ❖ Mobile : 01940361935
- ❖ E-mail : touhidislamabir@gmail.com

Signature

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(Md: Touhid Islam)

Date: .....