

**Curriculum Vitae  
Of**

**Joynab Khatun**

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**Present Address:** House -118, Bir-Uttam AK Khondakar Road, Wireless Gate, Mohakhali, Dhaka .1212

**Permanent Address:** Vill-Khodabaspur, P.O: Madhukhali, Upazila: Madhukhali, Zila: Faridpur.

**Career Objective**

To be a part of an organization where I serve my duties and responsibilities that will discover the potential in me and where I get a chance to use my knowledge and skills to achieve the goals of the organization as well as myself.

**Self-Assessment**

- Optimistic, Confident and Quick Learner.
- Energetic, Sincere, Devoted.
- Always positive thinker and dedicated to work.
- Friendly, Helpful and Co-Operate with coworkers.
- Self-motivated.

**Academic Qualification**

Name of Exam	Group	Year of Passing	Institute	GPA/CGPA
SSC	Science	2013	Iswardi Girls High School	5.00 (out of 5)
HSC	Science	2015	Iswardi Govt College	4.42 (out of 5)
LL.B.	Humanities	2020	Dhaka International University	3.75( out of 4)

## Work Experience

1.09.2019- Present: Programme Officer

- **Youth Foundation of Bangladesh** (YFB-Non govt Organization)

**Responsibilities:** Manage and implemplement daily project  
And other activities. Help to make Research works.

## Volunteer /Other Experience

✓ 1.08.2019-Present : **Event and Programme Organizer.(BIF)**

- **Bangladesh Innovation Forum.**

**Responsibilities:** To participate all event, programmes,  
Work with team members and cooperate with others.

✓ 10.11.2019-Present: **Yes Member**

- **Transparency International Bangladesh(TIB)**

**Responsibilities:** To attend all Programme, work with  
Team.

✓ 12.9.2019-Present: **Member**

- **Youth Mock Parliament**

**Responsibilities:** To attend all parliamentary programmes  
to

Remove poverty and make a hunger free country through activities

### Computer Literacy

1	Operating System	Windows 7,8,10
2	Word Processing	Microsoft Word
3	Spread Sheet Analysis	Ms Excel,Ms Access
4	Presentation	Power Point
5	Special	SEO, Web Research, Logo Design, Photoshop, Data Entry, Web Research, Data Mining.

### Personal Profile

Name : Joynab Khatun  
Father's Name : Md Abdul Khaleque Mondal  
Mother's Name : Salma Begum  
Date of Birth : 19-03-1997  
NID : 4204899506  
Height : 5.2"  
Blood Group : AB+  
Weight : 57kg  
Religion : Islam

### Area of Interest

Traveling, Art, Music, Cooking, Collecting, Reading, Writing, Blogging, Sports.

**Signature**