

**FATIMA RAHMAN RAPPI**

Address: Shahjalal Uposhahar, Sylhet, Bangladesh.

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**Curriculum Vitae  
Of  
Fatima Rahman Rappi**

**Career Objective**

To work and achieve experiences that involves professional challenges and appreciates hard work and integrity in carrying out responsibilities.

**Education****Bachelor of Business Administration (BBA) in Finance and Banking**

**Institution Name** : Metropolitan University, Sylhet.

**Department** : Department of Business Administration.

**CGPA** : 3.65 out of 4.00.

**Passing Year** : 2018

**Higher Secondary School Certificate (HSC)**

**Institution Name** : Dhakadakshin Multilateral High School and College.

**Department** : Science.

**GPA** : 5.00 out of 5.00

**Board** : Sylhet **Passing Year** : 2013

**Secondary School Certificate (SSC)**

**Institution Name** : Dhakadakshin Multilateral High School and College.

**Department** : Science.

**GPA** : 5.00 out of 5.00

**Board** : Sylhet **Passing Year** : 2011

**Work Experience**

Work as Intern (7th January 2018, to 10th April 2018) in Shahjalal Islami Bank Sylhet.

## Academic Awards, Recognitions and Scholarships

**2013** : Mercantile Bank Abdul Jolil Education Scholarship for success in Higher Secondary Certificate Examination.

**2012** : Story and Poem writing competition award in celebrating 41<sup>st</sup> victory day.

**2008** : Junior Scholarship (Intermediate and Secondary Education Board, Sylhet).

**2005** : Primary Scholarship (Primary Education Board, Sylhet).

## Special Skill

- Competent at managing responsibilities in a high volume atmosphere.
- Hard worker, quick learner and ability to assume responsibility.
- Ability to work in fast-paced, intense environment smoothly.
- Skilled at interacting with peoples.

## Co-curricular Activities

- Attend in a seminar on The Art and Job Searching and Career Networking at Metropolitan University, Sylhet in 2017.
- Contributing as a Campus Ambassador at Leading University Model United Nation Association in the 2018 conference.
- Participate in Leading University Model United Nations in 2017 a national level of diplomatic conference at Leading University.
- Participate in Leading University Model United Nations Conference in 2018 at Leading University.

## Language Proficiency

Good command over speaking, reading and writing in both Bengali & English.

## Computer Skills

- MS Word, MS Excel, MS PowerPoint and SPSS.

## Personal Details

<b>Name</b>	: Fatima Rahman Rappi
<b>Father's Name</b>	: Abdur Rahman
<b>Mother's Name</b>	: Sumina Akter
<b>Date of Birth</b>	: April 9, 1995
<b>Nationality</b>	: Bangladeshi by birth
<b>Gender</b>	: Female
<b>Marital Status</b>	: Unmarried
<b>Religion</b>	: Islam
<b>Permanent Address</b>	: Shahjalal Uposhahar, Block-H, Road-2, House no-272 Sylhet.

## References

<b>Name</b>	: Prof. Dr. Taher Billal Khalifa	Mr. Mohammad Jamal Uddin
<b>Designation</b>	: Dean, School of Business	Head, Dept. of Business Administration
<b>Organization</b>	: Metropolitan University	Metropolitan University
<b>Address</b>	: Al-Hamra, Zindabazar, Sylhet.	Al-Hamra, Zindabazar, Sylhet.
<b>Mobile</b>	: +8801711-968256	+8801680-264028
<b>E-Mail</b>	: tkhalifa@metrouni.edu.bd	muddin@metrouni.edu.bd

I, **Fatima Rahman Rappi** hereby declare that the above-furnished information is true to the best of my knowledge and belief and necessary documents could be provided if demanded.

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**Fatima Rahman Rappi**