

# Curriculum Vitae

## Of

### Khaled Ahmed



#### **Contact Address:**

House No.222, Road No.07, Block E, Shahjalal Uposhahar, Sylhet.

Mobile: 01711-012507

Email: kashimul.2014@gmail.com

#### ***Career Objective:***

To perform in a challenging position which will provide me an opportunity to utilize and develop my creativity, competency as per my academic knowledge and experience.

#### ***Employment History:***

- |                  |  |
|------------------|--|
| Designation      | : Customer & Visa Executive Officer.                     |
| Duration         | : 1 June 2011 to 30 March 2016. .                        |
| Company Name     | : Golden Bengal Tours.                                   |
| Company Location | : Rahim Tower 1 <sup>st</sup> Floor, Subhanighat, Sylhet |

#### **Duties/ responsibilities:-**

All Tasks are about visa processing & counseling about getting visa, fixed medical appointment all over the world, make tours programs etc.

- |                  |                                       |
|------------------|---------------------------------------|
| Designation      | : Assistant Relationship Officer.     |
| Duration         | : 1 <sup>st</sup> April to till now.  |
| Company Name     | : Dutch Bangla Bank Ltd.              |
| Company Location | : Shahjalal Uposhahor Branch, Sylhet. |

#### **Duties/ responsibilities:-**

General Banking Related Account Opening Collection Funds loan and Advances.

#### ***Computer Skills:***

- Operating system** : Windows XP, 7, 8, 10, Vista
- Application package** : Microsoft Office Package
- Hardware** : Computer Hardware set up & setting. Windows trouble shooting.

**Academic Qualifications:**

Name Of Exam	Group/ Subject	Result	Passing Year	Board
SSC	Humanities	2.69	2006	Sylhet
HSC	Business Management	3.38	2010	Dhaka (Technical)
BSS	Humanities	Third Division	2015	National University
MSS	Sociology	Appeared		National University

**Personal Information:**

1. Father Name's : Shihab Ahmed
2. Mother Name's : Syeda Joyman Ahmed
3. Permanent address : Vill: Gondhatta P.O/P.S: Zakigonj Dist: Sylhet
4. Date of Birth : 1<sup>st</sup> March 1989
5. Marital Status : Single
6. Religion : Islam
7. Nationality : Bangladeshi

**References:**

Name: Md Najmul Haque  
FAVP Branch Manager  
Dutch Bangla Bank Ltd  
Sahahjalal Uposhahor Branch  
Sylhet.  
Mobile: 01730-703439

Name: Humayun Kabir  
Assistant Vice President & Manager  
Union Bank Ltd  
Zindabazar Branch, R.B Complex (1<sup>st</sup> Floor)  
East Zindabazar, Sylhet.  
Mobile : 01711-362269

Date:

Signature