

Bharoti Roy

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Address: Meghna 14, dariyapara, Sylhet.



CAREER OBJECTIVE

To leverage my skills to achieve organizational goals and solve problems innovatively in a challenging role.

ACADEMIC QUALIFICATIONS

Degree Title	Institute	Period	Result
BBA (Major in HRM)	Metropolitan University, Sylhet	2019-2023	3.04
HSC	Derai College, Derai Sunamganj	2018	3.83
SSC	Derai girl's high school, Derai Sunamganj	2016	4.00

EXPERIENCE

1. Southeast Bank Limited

Position : Intern

Location : Chouhatta branch, Sylhet

Duration : Aug 2022-Mar 2023

Roles and Responsibilities:

- Customer relationship management
- Account opening and processing
- Deposit scheme management

2. Prothom Alo Bandhusava. Metropolitan University

Position : Vice President

Location : Metropolitan University, Sylhet.

Duration : 2022-2023

Roles and Responsibilities:

- Conducted workshops and organized events
- Managed team operations and communications
- Designed learning materials

3. Business Students Fouram, Metropolitan University

Position : Joint Secretary

Location : Metropolitan University, Sylhet.

Duration : 2021-2022

Roles and Responsibilities:

- Organized annual business competitions
- Coordinated business case-solving initiatives

PROJECT WORKS

- Analyzed the overall operations of “Unilever Bangladesh Limited” in the context of international Business
- Conducted a study on “ positive Aspects of the COVID 19 pandemic” for an industrial psychology course
- Participated and Succeed in “Business Case Competition”

SKILLS

- Proficiency in Microsoft Office Suite
- Video editing and paraprofessional skills
- Strong communication and teamwork
- Critical thinking and problem solving
- Organized and able to meet deadlines effectively

CERTIFICATES

- Excel for Professionals
- Graphics Design Basic
- Parapersonal Video Editing
- Business Communication Haks

REFERENCE

Probir Roy
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