



## Resume of KAWSAR AHMED

### Contact Address:

Hatimbag, House No:102,Sylhet,Bangladesh.

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### **Objective:**

To secure a position with a stable and profitable organization, where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation.

### **Professional Experience:**

- 1. I-Con Computer Institute** (February 2014–January 2015)  
Tilaghor, Sylhet-3100.  
"Receptionist"  
Responsibilities:  
1. Customers Servicing
- 2. Maa O Shishu Hospital** (October 2016- December 2017)  
Upokanta R/A, Subhanighat, Sylhet.  
"Receptionist"  
Responsibilities:  
2. Customers Servicing

### **Education:**

<b>Masters In ICT</b>	<b>2016</b>
MC College	
National University	
<b>CGPA: 3.00 (out of 4.00)</b>	
<b>MSS in Political Science</b>	<b>2016</b>
MC College	
National University	
<b>CGPA: 3.16 (out of 4.00)</b>	
<b>BSS in Political Science</b>	<b>2015</b>
MC College	
National University	
<b>CGPA: 2.98 (out of 4.00)</b>	
<b>HSC in Science</b>	<b>2011</b>
Kanaighat Degree Collage, Sylhet Board.	
<b>GPA: 3.30 (out of 5.00)</b>	
<b>SSC in Science</b>	<b>2009</b>
Birdal N M Academy ,Sylhet Board.	
<b>GPA: 4.31 (out of 5.00)</b>	

**Special Skills:**

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I am highly skilled in the use of computers and the Internet, including Microsoft word, Microsoft office Power point, Microsoft office Excel, Microsoft office access, Microsoft windows XP, Email and Internet searches.

**Strengths and Abilities:**

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- Creative and logical thinking, Problem solver and result oriented.
  - Innovation and statistical analysis, Ability to working dependently.
  - Good Command in both oral and written Bangla & English.

**Extra-curricular Activities:**

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- Organized Cultural and picnic event as a Class Representative of University.

**Personal Information:**

Name	: Kawsar Ahmed
Father's Name	: Rashid Ali
Mother's Name	: Fatema Begum
Permanent Address	: Village: Sunapur, P.O: Birdal Bazar-3180, P.S: Kanaighat, District-Sylhet, Bangladesh.
Date of Birth	: 05/09/1993
Nationality	: Bangladeshi
Religion	: Islam
Gender	: Male
Marital Status	: Single
Blood Group	: O+ (positive)
Height	: 5'10"

**REFERENCES:**

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| 1. Shamima Akther Chowdhury<br>Head of the Department<br>Department of Political Science<br>M.C College, Sylhet<br>Cell: +8801711-813770 | 2. Forid Ahmed<br>Associate Professor<br>Department of Political Science<br>M.C College, Sylhet<br>Cell: +8801819-560769 |
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(Kawsar Ahmed)

Date:.....