



SYEDA JANNATUL FERDOUS

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EXPERIENCE

Intern prime bank limited IBB Branch Dargah Gate, Sylhet,
2/9/19–28/11/19

Foreign Remittance, making monthly reports to concern department, Customer service, and receiving calls from customers for their Queries.

High school teacher

Leading world coaching Centre, Sylhet (Bangladesh)
1/6/17–30/8/17

Taught students using a systematic plan of lectures, demonstrations, discussion groups and field assignments in order to help them achieve academic success .

Campus ambassador Association of Business Administration Students, Sylhet (Bangladesh) Encouraged student's participation in business case solving competition to generate new ideas

Campus ambassador

English Olympiad, Sylhet (Bangladesh)

Managed and organized the registration activities to keep track of student's participation



EDUCATION,AWARDS AND TRAINING

Bachelor of Business Administration | Leading University, Sylhet
2016–2019 Major in Finance and Banking
CGPA: 3.73/4

HSC | Sylhet Government Women's College, Sylhet
2013– 2015
Group: Science , GPA:4.75/5

SSC | SCHOLARSHOME, Sylhet

2011-2013

Group: Science , GPA:5/5

Award for academic excellence in SSC by Prothom Alo

30/11/19 Certificate Course on “Fundamentals of Equity Valuation

Bangladesh Institute of Capital Market (BICM), Sylhet (Bangladesh)

Summer 2017 International Workshop on Communication Skill

WOC & English Olympiad, Sylhet (Bangladesh)



SKILLS AND LANGUAGE

- Microsoft office Tools: Word, Excel, & PowerPoint
 - Giving presentation
- Language: Bangla & English**



ACTIVITIES AND CONFERENCES

i) Participated in Inter-University Branding Case Competition (05th December 2017)

- Organized by Association of Business Administration Sylhet (ABAS)

ii) Engaged in Leading University Diplomatic Convention (14th - 15th September 2017)

- Delegate of UAE, International Labor Organization (ILO) Committee

iii) Generated idea thus was selected for Brandwitz business idea competition 2018

- Organized by: Brac Bank

iv) Took part in leading university model united nation 2017

- Delegate of Canada , United Nation Development Programme Committee



PERSONAL DETAILS AND REFERENCE

- Father's Name: Syed Mothahir Ali
- Mother's Name: Momtaz Begum Chy
- Date of Birth : 9/8/1996
- Permanent Address: Village :Osmanpur, P.O:Osmaninagar Sylhet

References Mohammad Shahanshah mollah ,Head, Department of Business administration, Leading University. shahansha06@yahoo.com /01619610017