

Fatema Tuj Jahura

Personal details

Email address	jhumujahura99@gmail.com
Phone number	+8801627-180955
Address	62/A, Sukrabad, Dhanmondhi, Dhaka -1207, 1230 Dhaka
Date of birth	July 5, 1992
Gender	Female
Nationality	Bangladeshi (By birth)



Profile

I want to enable the organization to achieve greater success in the future by contributing my knowledge, skills, efficiency. My career objective is to be a successful employee in a position where I can prove my academic excellence.

Education

2017	Master of Business Administration (MBA) Tejgaon College - Finance & Banking - CGPA:3.03 out of 4.00
2016	Bachelor of Business Administration (BBA) Tejgaon College - Finance & Banking - CGPA:3.04 out of 4.00
2011	HSC Govt. Bangla Collage - Business Studies - GPA:3.65 out of 5.00
2008	SSC Alim Uddin High School - Business Studies - GPA:4.63 out of 5.00

Employment

Mar 2021 - Jan 2022	Computer Operator Executive Agro Farm BD - E-commerce maintains. - Graphic Design Support. - Data Management & Customer Support.
---------------------	---

Feb 2022 - Present

Financial Analyst

Waso Credit Rating (BD)Ltd.

- To perform quantitative & qualitative analysis in order to access credit worthiness of a business that is financed or will be financed by bank.
- File receiving, documentation checkup, communication with banker and clients, physically visit business area and report writing on it.
- Presentation each assignment to the internal and external rating committee
- Complete file submission to compliance department.

Skills

MS Word

Excel Worksheet

Adobe Illustrator

Adobe Photoshop

Operating Different kinds of software

Hard-working

Quick learner

Languages

Bengali

English

Courses

2021

Advance Graphic Design

- Duration: 4 Months

2020

Advanced Digital Skills Training

- Duration: 8 Days

2016

Graphics Design

- Duration: 06 Months

2015

Computer Applications

- Duration: 03 Months
- Result: "A"

Personal Details

Family and Personal Information

- Father's Name: Md. Mizanur Rahman
- Mother's Name: Rubi Begum
- Marital Status: Married
- Religion: Islam

- Blood Group: AB+ (Positive)
- National ID card No: 7321627023

Permanent Address**Village, Post Office, Upazilla, District**

- Vill: Santanpara
- Post Office: Santanpara
- Upazilla: Polash
- Dist: Narsingdi -1722

References

Mrs. Yesmin Akter**Service Technician at Singer Bangladesh Ltd.**

- Mobile: 01533874923
- Relation: Aunt