

Resume of Israt Khan Era

Mailing Address-

1086/3A,East Jurain,Baganbari, Dhaka-1204

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CAREER OBJECTIVE

To pursue a challenging career at top-level management and utilize my skills and experiences to make extensive contribution to company's long-term goal and to obtain a position in an organization where there is an opportunity to work in an environment of excellence and passion and where honesty, commitment, hard work and performances are the key factors of career development.

INTERPERSONAL SKILLS

change of Ability to work in a group.
Ability to work under challenging, stressed conditions and long hours
Always approachable to suggestion, advice and guidance.
Quick adjustment with surrounding and competent to cope with the sudden environment.
Willing to learn and open to new ideas.
Ability to handle multiple tasks and work under pressure.

SCHOLASTIC PORTFOLIO

Master's of Business Studies

(M.B.A)

Institution Name : Govt. Lalmatia Mohila College

Board : Dhaka

Department : Accounting

Passing Year : 2022

Result : CGPA- 2.97 (out of 4.00 scales)

Bachelor Of Business

Administration (B.B.A)

Institution Name : Govt. Lalmatia Mohila College

Board : Dhaka

Department : Accounting

Passing Year : 2019

Result : CGPA- 2.78 (out of 4.00 scales)

Higher Secondary Certificate Examination (H.S.C)

Institution Name : Govt. Shahid Shurawardy College

Board : Dhaka

Group : Business Studies

Passing Year : 2013

Result : GPA- 4.70 (out of 5.00 scales)

Secondary School Certificate Examination (S.S.C)

Institution : Backchar Adarsho High School

Board : Dhaka

Group : Business studies

GPA : 4.75(Out of 5.00 scales)

Passing Year : 2011

COMPUTER SKILLS

Operating System : Windows 98, 2000, 2007, XP

Application packages : MS Word, MS Excel, MS Power Point.

Internet : Internet Browsing, E-Mail Writing.

Communication : Spoken English

LANGUAGE PROFICIENCY

Bengali : Excellent listening, speaking, reading and Writing abilities.

English : Fair listening, speaking, reading and Writing abilities.

PERSONAL INFORMATION

Father's Name : Md. Harun or Rashid

Mother's Name : Nazma Khanum

Date of Birth : 10th March 1996

Present Address : 1086/3A, East Jurain, Baganbari, P.S- Kadamtali, East-Jurain, Dhaka-1204

Permanent Address : 1086/3A, East Jurain, Baganbari, P.S- Kadamtali, East-Jurain, Dhaka-1204

Nationality : Bangladeshi.

Religion : Islam.

Marital Status : Unmarried.

Blood Group : B+



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