

Curriculum vitae of

Amena Khatun Chetana

Vill: Sonakanda, P.O: Bandar,
P.S:Bandar, Dist: Narayanganj
Cell: 01309327297

Career Objective

To build up career in the highly potential institution and to work in challenging and competitive situation where higher degree of responsibility, sense of duty, commitment, proper skill, diligence are required to achieve organization's desired goal along with personal growth.

Job Experience

Name of Company	: Shawpno Super Shope
Position	: Sales Man & Check Out Assistant
Duration	: 2023 Running

Educational Qualification

Passing Year : 2019	H.S.C
	Group: Humanities
	Board: Dhaka
	Result: 2.92 out of 5.00

Passing Year : 2017	S.S.C
	Group: Humanities
	Board: Dhaka
	Result: GPA- 3.55 out of 5.00

Capabilities/Specialty

- Willing to accept any challenges and take charge with a "Can Do" attitude.
- High on energy and enthusiastic to ensure quality of service to our customers.
- Innovative and have a problem solving mindset.
- Upholds business ethics and integrity at workplace.
- Commitment to continuous learning.

Computer Skill:

Microsoft Office : MS Word, power point, Ms Excel

I.T. Skill : Internet, E-mail,

Language Proficiency

- Bengali, Excellent as mother tongue.
- English, smart as medium of education & overall communication

Personal Attitude

- Interest in Travelling.
- Meet new people.
- Exchange opinion.

Personal Information

Name	:	Amena Khatun Chetana
Father's Name	:	Akram Shek
Mother's Name	:	Jharna Begum
Date of Birth	:	04-01-2002
Nationality	:	Bangladeshi.
Sex& Marital Status	:	Female & Married
Religion	:	Islam
Permanent Address	:	Vill: Sonakanda, P.O: Bandar, P.S: Bandar, Dist: Narayanganj

Announcement

I do hereby declare that the particulars provided here are true & no misinformation is given.

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Amena Khatun

Date:.....