

CURRICULUM VIATE of JANNATUL FERDOUS JOTY

Cell: +88 01939968666

E-mail: juthyjannat787878@gmail.com



Objective:

To work in position where discipline and high-tech environment will ensure development and make more efficient and skillful. I want to build up my career by taking challenges and commitment for achieving goals in any environment or situation.

Employment History:

Job Experience:

- Front Desk Executive at MODERN JAMIDER CITY LTD. (Nov 2024 to till now), Gulshan-2, Dhaka.
- Executive at Child and Mother Care (Jan 2022 to Oct 2024), Dhanmondi, Dhaka.

Educational Qualification:

Exam Name	Passing Year	Group/Sub.	Result	Board/University
S.S.C	2021	Commerce	3.89	Dhaka
H.S.C	2023	Commerce	3.93	Dhaka
BBA	Studying	Management	-----	National University of Bangladesh

Personal Strengths:

- Strong interpersonal communication & negotiation skills.
- Ability to work independently with utmost integrity & reliability.
- Pro-Active & good analytical skill to resolve issues on timely manner.
- Good supervising capacity and have the ability to manage.

Language Proficiency:

- English (Good)
- Bangla (Better)
- Hindi (Listing and Speaking)

Hobbies:

- Enjoy traveling, working with Photoshop and creative desig, and helping others through volunteering.

Personal Details:

Father's Name : Parvez Mia
Mother's Name : Parvin Akter
Date of Birth : 10/08/2005
Nationality : Bangladeshi
Present Address : 18/10 Tollabagh Tenarimori, Zigatola,
Dhnmondi, Dhaka-1209
Permanent Address : Vill: Andura, P.O- Andura, P.S: Madhobpur, Dist:
Habiganj.
Religion : Islam
Gender : Female
NID No 3328736420
Blood Group : A+
Marital Status : Unmarried
Nationality : Bangladeshi

Valuation:

I will try to use of my all academic & other knowledge appropriately if I get the job applied for your organization.

Sincerely Yours



JANNATUL FERDOUS JOTY

Date: