

NESHITA AKTER

Address: Shajeda Mansion, Post Office Road, Middle Badda, Dhaka

Mobile: +8801832413547

Email: neshitaneshi8@gmail.com



CAREER OBJECTIVE

Motivated and detail-oriented professional seeking a position as an Online Moderator. Skilled in communication, problem-solving, and maintaining a respectful online environment. Eager to apply my experience in education, client communication, and management to ensure a positive and productive online community.

WORK EXPERIENCE

➤ Marketing Executive

Panchagarh Associate RL-2366 – Banani, Dhaka (January 2025 – October 2025)

- Conducted market research to identify audiences and new opportunities.
- Handled client issues, provided quick and effective solutions.
- Built partnerships with agents and recruiting agencies for client referrals.

➤ Senior Teacher

Scholar Ideal School – South Haliashahar, Chittagong (July 2022 – December 2024)

- Taught Mathematics, Physics, Biology, and General Science.
- Managed student progress and academic performance.
- Prepared exam questions, routines, and syllabi.

➤ Assistant Teacher

Lotus Kindergarten & High School – South Haliashahar, Chittagong (September 2021 – June 2022)

- Taught Bangla, English, Mathematics, and General Science.
- Provided feedback and study guidance to students.
- Taking online classes during pandemic and after.

EDUCATIONAL QUALIFICATION

Higher Secondary Certificate (Science)

BEPZA Public School & College, Chittagong (2020) – GPA: 4.25/5.00

Secondary School Certificate (Science)

Keshabpur N.S. Secondary School, Barisal Board (2018) – GPA: 4.22/5.00

OTHER CERTIFICATIONS

Certificate in National Skill Standard Basic Course

Computer World, Chittagong (2021)

Office Application – Duration: 6 Months

SKILLS

- Software: MS Word, Excel, PowerPoint
- Language: Fluent in English & Bengali
- Professional: Online Communication, Conflict Resolution, Teaching, Public Speaking

ACHIEVEMENTS

- 1st Place in Physics (Patuakhali District, SSC level)
- Top 10 finalist in “Biology Olympiad Quiz”

PERSONAL DETAILS

Date of Birth : 25 August 2002

Marital Status : Married

Religion : Islam

National ID : 2864566365

Permanent Address: Merdhar Bazar, Keshabpur, Bauphal, Patuakhali, Barisal

DECLARATION

I hereby declare that all the information provided above is true and accurate to the best of my knowledge.

Signature: _____