

Taslima Akter

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Career Summary:

Motivated accounting student with a growing knowledge of financial basics, seeking to gain hands-on experience and contribute to accurate and efficient accounting processes.

Career Objective:

To gain practical experience and enhance my knowledge in accounting by contributing to the financial operations of the organization, while developing key skills for a successful career in the field. Committed to contributing to organizational growth and success responsibly.

Personal Details:

Father's Name	:	Khorshed Alom Bhuyan
Mother's Name	:	Nasima Begum
Date of Birth	:	October 03, 1998
Marital Status	:	Single
Nationality	:	Bangladeshi
Religion	:	Islam
Permanent Address	:	Vill: Lalhara, P.O: Lalhara (1911), Upazila: Delduar, Dist: Tangail

Academic Background:

Bachelor of Business Administration (BBA):

University	:	National University
Institute	:	Govt. M.M. Ali College.
Subject	:	Accounting
Passing Year	:	2022
Result	:	CGPA 2.89 (Out of 4.00)

Higher Secondary Certificate (HSC):

Board	:	Dhaka
Institute	:	Sristy College of Tangail.
Subject	:	Science
Passing Year	:	2016
Result	:	GPA 4.67 (Out of 5.00)

Secondary School Certificate (SSC):

Board	:	Dhaka
Institute	:	Velayet Hossain Bahumukhi Uchcha Bidyalay.
Subject	:	Science
Year	:	2014
Result	:	GPA 4.52 (Out of 5.00)

Volunteer Experience:

- National Household Database (NHD)-Project.

Computer Skills:

Basic Computer Skills in MS Office, Excel in software data entry, Web Browsing, Google Drive and Email Communication, Word Processing, Spreadsheets. Editing photos and videos as per work purpose.

Special Qualification:

Easy Adoptable, Active Listening, Passionate about work, Time management, Teamwork, Analytical Ability, Committed to providing total quality work, Quick learner and ability to assume responsibility. Exploring new things. Knowledge about ChatGPT.

Hobby:

Reading Newspaper, Reading Novels, Gardening, Paper Crafting, Drawing.

Language Proficiency:

Bangla : Fluent/Native
English : Fluent in as per work purpose.

Reference:

(1)

Name : Md. Elias Khan Masum
Organization : Pubali Bank PLC
Designation : Principal Officer
Address : Regional Office, Gazipur
Mobile : 01741-585117
E-Mail : maasum61@gmail.com
Relation : Relative

(2)

Name : Shapon Kumar Saha
Institution : Abul Hossain College
Designation : Lecturer of Accounting
Address : Nallapara, Delduar, Tangail
Mobile : 01777-561825
E-Mail : shaponsaha172@gmail.com
Relation : Academic

Taslima

Signature