

RESUME

OF

Sanjida Chowdhury Riva

Mailing Address:

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Panchlaish, Chattogram.

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CAREER OBJECTIVE

I have keen desire to serve such an organization where I can devote my full effort to achieve the goal of the company taking the job with a great sense of responsibility. Moreover, as a young, dynamic and self-motivated person, I want to be a perfect aiding hand of the organization.

ACADEMIC QUALIFICATIONS

Masters of Arts (M.A)

Department : Philosophy
Institution : Chittagong Govt. Women College
Result : CGPA 2.81 (Out 4.00)
Passing Year : 2020
University : National University

Bachelor of Arts (B.A)

Department : Philosophy
Institution : Chittagong Govt. Women College
Result : CGPA 2.56 (Out of 4)
Passing Year : 2019
University : National University

Higher Secondary Certificate (H. S. C)

Institution : Hazera-Taju University College
Board : Chittagong
Result : 3.08 (Out of 5)
Group : Humanities
Passing Year : 2015

Secondary School Certificate (S. S. C)

Institution : Hasne Hena Girls High School
Board : Chittagong
Result : 3.81 (Out of 5)
Group : Business Studies
Passing Year : 2015

COMPUTER LITERACY

- MS Word, MS Excel, Data Entry, Email, Social Communication & Internet Browsing.

LINGUISTIC SKILL

- I am proficient in Speaking Bangla and English.
- I have very good written ability in both languages of Bangla & English.

ADDITIONAL QUALIFICATION

1. Self- Motivated.
2. Good Managerial Ability
3. Leadership ability in team work.
4. Enthusiastic in challenging working filed.
5. Strong inter-personal communication skill.

PERSONAL PROFILE

Name	: Sanjida Chowdhury Riva
Father's Name	: Mohd Nasir Uddin Chowdhury
Mother's Name	: Doly Akter
Permanent Address	: C/O: Vill: Azimpur, P.O: Azimpur, P.S: Fatikchari, Dist: Chattogram.
Date of Birth	: 12th February,1998
Nationality	: Bangladeshi (By Birth)
Religion	: Islam
Marital Status	: Married
Sex	: Female

DECLARATION

I do hereby declare that the particulars provided here are true and on misinformation in given.

Sanjida Chowdhury Riva
Date: