

MUSTAKIM HASAN

Mymensingh,Dhaka

01905135137 mustakimhasan77665@gmail.com Bangladesh



SUMMARY

Results-oriented professional with experience in sales and call center management. Proficient in data management and customer service with strong skills in Microsoft Office and project management. Fluent in both English and Bengali, aiming to lead a development team by 2026.

EXPERIENCE

Sales and Call Center Manager

Private E-commerce Company

June 2022 - April 2023

- Managed call center operations and sales strategies
- Implemented training programs that improved team performance
- Increased customer retention rates through effective service delivery

Assistant Teacher

Study circle private program

May 2023 - December 2025

- Assisted in curriculum development and classroom management
- Facilitated educational workshops for students
- Maintained student engagement through interactive learning techniques

EDUCATION

B.S.S in Economics

Anondomohon University College

January 2021 - December 2025 • Mymensingh, Bangladesh

- Currently pursuing a Bachelor's degree in Economics.

HSC

Shahid Syed Nazrul Islam College

January 2019 - 2021 • Dhaka, Bangladesh

- Achieved G.P.A. 5.00

SSC

Tarakanda Residential Model School

January 2017 - 2019 • Mymensingh, Bangladesh

- Achieved G.P.A. 4.83

KEY ACHIEVEMENTS

Increased Customer Retention

Successfully improved customer retention rates through enhanced service delivery.

Implemented Training Programs

Developed and led training programs for staff leading to improved team performance.

Achieved High Academic Grades

Consistently maintained high GPAs in academic pursuits, reflecting dedication and hard work.

SKILLS

- Microsoft Excel
- Google Sheets
- Project Management
- Microsoft Word
- PowerPoint
- Data Entry
- Customer Service
- Time Management
- Internet Browsing

CERTIFICATIONS

- Google Analytics Certified

LANGUAGES

- English (Fluent)
- Bengali (Fluent)

REFERENCES

MD.Rehena akter

at Assistant teacher