

RESUME

JANNATUL FERDOUS

Mob: +88 01921-723551



Objective:

To lead a challenging career to serve, motivate & manage people with honesty & be energetic & sincere in my activities to achieve the organizational success.

Educational Qualification:

Master's of Business Administration (1 year Course) (M.B.A)

Institution : Govt. Azam Khan Commerce College, Khulna.
Subject : Management
Year of Passing : 2015
Academic Result : 3.50 (Out of 4.00)
University : National University.

Bachelor of Business Administration (4 years Course) (B.B.A Hon's)

Institution : Govt. Azam Khan Commerce College, Khulna.
Subject : Management
Year of Passing : 2014
Academic Result : 3.06 (Out of 4.00)
University : National University.

Higher Secondary School Certificate (H.S.C)

Institution : Govt. M. M. City College, Khulna.
Group : Business Studies
Academic Result : 3.60 (Out of 5.00)
Year of Passing : 2010
Board : Jessore.

Secondary School Certificate (S.S.C)

Institution : Govt. Coronation Secondary Girl's School, Khulna.
Group : Business Studies
Academic Result : 4.69 (Out of 5.00)
Year of Passing : 2008
Board : Jessore.

Special Qualification:

- Ability to work under pressure, Good communication.
- Excellent negotiation management & interpersonal skill.
- Excellent Analytical, problem solving & innovative thinking ability.
- Self-confident & being positive, Strong interpersonal skills.

Computer Skills:

- **System soft:** Microsoft Windows 2007, 98 2008, XP & 10.
- **Application:** MS Word, MS Excel, Power Point, Access, Publisher and Compose English & Bengali.
- **Internet:** Good Knowledge in internet.
- **Eight Months Computer Freelancer to Entrepreneur Course Completed in She Power Project.**

Experience:

- Worked as a Teacher in Samit Coaching 3 Years in the past.
- Worked as a Teacher in Renasa Coaching 3 Years in the past.
- Working as a Supervisor under the **Out of School Children Education Program**, sub-component 2.5 of PEDP-4 funded by **Bureau of Non-formal Education, Ministry of Primary and Mass Education, Government of the People's Republic of Bangladesh** at our organization, **Ashroy Foundation** in Khulna City Corporation-Sonadanga Thana, Khulna from 2021 To 2024

Language Proficiency:

Language	Reading	Writing	Speaking
Bengali	Excellent	Excellent	Excellent
English	Good	Good	Medium

Personal Profile:

Name : Jannatul Ferdous
Father's Name : S.M Rezaul Karim
Mother's Name : Shahnaj Karim
Present Address : 5 No. B.K Roy Cross Road, Khulna.
Permanent Address : 5 No. B.K Roy Cross Road, Khulna.
Date of Birth : 7th October, 1992.
Nationality : Bangladeshi (By birth)
Religion : Islam.
Gender : Female.
Marital Status : Unmarried.
National ID : 6896425904

Blood Group : A+

Declaration of Authenticity:

I Declare hereby that all information I have presented so far are true to my Knowledge. If required and where applicable, this document can be supported by authentic certificates papers.

Signature & Date:

(Jannatul Ferdous)