

Resume Of Israt Jahan Urmey

**Permanent Address:**

C&B Road Kazipara, Kazibari, Barishal

Present Address:

C&B Road Kazipara, Kazibari, Barishal

Mobile: +8801787152912

E-mail: israturmy267@gmail.com

Career Objective

Want to build up my career as a keen official for public, private or banking sectors. Where punctuality, sincerity and creativity are always appreciated to utilize my skills and abilities for the accomplishment of organizational objectives in an innovative and challenging world.

Academic Qualification

Name of Degree	Concentration/ Major	Board/ University	Institution	Result	Passing year
MBA	Accounting	National University	Govt. B.M College, Barishal	3.06	2018
BBA	Accounting	National University	Govt. B.M College, Barishal	3.31	2017
HSC	Business Studies	Barishal	Govt. Syed Hatem Ali College, Barishal.	4.90	2013
SSC	Business Studies	Barishal	Oxford Mission High School, Barishal.	4.56	2011

Communication Skills

- Good Communication Skill and Hard Working.
- Initiative, Leadership qualities and Co-operative.
- Quick Learner, Ability to think positive and Face challenges.
- Efficient in Public Speaking and multimedia presentation.

Computer Skills

- Skilled in MS Word, MS Excel, MS Power Point and Outlook Express.
- Efficient in E-mail and Internet operations
- Knowledgeable on Computer Hardware and Software
- Knowledgeable on Graphics Designing.

Language Proficiency

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	Good

Hobbies:

- Reading Book
- Travelling
- Gardening

Training:

- 2 Months Data Base Training at Department of Youth Development (DYD), Barishal.
- 6 Months Basic Computer & Office Management Training at Technical Training Center, (TTC) Barishal.

Personal Details

Name : Israt Jahan Urmy
 Father : Md. Aminul Islam
 Mother : Maksuda Akter Putul
 Date of Birth : 15 June 1996
 Nationality : Bangladeshi
 Religion : Islam
 Gender : Female
 Height : 5 Feet
 Marital Status : Married
 Present Address : C&B Road Kazipara, Kazibari, Barishal
 Permanent Address : C&B Road Kazipara, Kazibari, Barishal.
 NID no. : 2380803821

Reference:

Md. Mostafizur Rahman	Assistant Professor of Accounting Govt. BM College, Barishal.	Mahiya Akter	Major Bangladesh Army
Mobile: +8801717-922235		Mobile: +8801706-311379	

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 or papers.



Israt Jahan Urmy

Date: