

RESUME OF SYEDA MUNIRA TANJIM MOON

Contact Details:

A-4, Al-Kamal Housing,
Zoo Road, Mirpur-01, Dhaka-1216
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CAREER OBJECTIVE

To build an excellent and progressive career in education sector through a strong sense of responsibility, knowledge sharing and willingness for continuous learning so that I can be able to apply all my intellectual and academic excellence for attaining desired goals.

EDUCATIONAL BACKGROUND

Name of Degree	:	MS
Discipline	:	Clothing & Textile
Result	:	Running
Institution	:	Government college of Applied Human Science
University	:	Dhaka University

Name of Degree	:	BSC (Hon's)
Discipline	:	Clothing & Textile
Result	:	CGPA 3.47
Institution	:	Government college of Applied Human Science
University	:	Dhaka University

Name of Degree	:	H.S.C
Discipline	:	Science
Year	:	2017
Grade Obtained	:	5.00 out of 5.00
Institution	:	BCIC College
Board	:	Dhaka

Name of Degree	:	S.S.C.
Discipline	:	Science
Year	:	2015
Grade Obtained	:	5.00 out of 5.00
Institution	:	BCIC School & College
Board	:	Dhaka

KEY PERSONAL ATTRIBUTES

- Ambitious, self-motivated and flexible with an ability to adapt new environments.

- Quick learner, team builder with an ability to grasp new ideas, concepts and methods.
- Able to create long-term relationship with high level of integrity and good faith.
- Conversant with multicultural people

COMPUTER SKILLS

1. Microsoft Office (Word, Access, Excel and Power Point)
2. Internet (Browsing, E-mail and other communication skills).

EXPERIENCE :

1. Telesales Executive at Bdcalling IT L.T.D since 2022.

LANGUAGE SKILLS

With standard accent and fluent in speaking and proficient in writing, both Bengali & English

PERSONAL INFORMATION:

Name	:	Syeda Munira Tanjim Moon.
Father's Name	:	Syed Mohammad Masud
Mother's Name	:	Feroza Akter Khatun
Date of birth	:	18 September, 2000.
Blood Group	:	"A" +ve (Positive).
Present Address	:	A-4, Al-Kamal Housing, Zoo Road, Mirpur-01, Dhaka-1216
Permanent Address	:	Vill- Chouddashata, P.O- Chouddashata, P.S- Kishorgonj Sadar, Dist- Kishorgonj.
Gender	:	Female.
Religion	:	Islam (Sunni).
Marital Status	:	Unmarried.
Nationality	:	Bangladeshi (By Birth).

Syeda Munira Tanjim Moon

Date :