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Machua Bazar, Tolaram Moor, Nitaiganj, Narayanganj-1400

# BORTIKA ROY

## About Me

I am searching that position which gives me an opportunity to implement the knowledge that I have acquired and helps me to serve something productive along with acquiring skill and experience.

## Education

### Master's of Business Administration (MBA)

Institution : Govt. Haraganga College, Muniganj  
Passing Year : 2022  
Subject : Accounting  
University : National University  
Result : 2.81 out of 4.00

### Bachelor of Business Administration (BBA)

Institution : Narayanganj College, Narayanganj  
Passing Year : 2020  
Subject : Accounting  
University : National University  
Result : 2.78 out of 4.00

### Higher Secondary Certificate (HSC)

Institution : Adarsha Bakila School And College  
Passing Year : 2015  
Group : Business Studies  
Board : Dhaka  
Result : 3.94 out of 5.00

### Secondary School Certificate (S.S.C)

Institution : Kamal Shrity Girls High School  
Passing Year : 2013  
Group : Business Studies  
Board : Cumilla  
Result : 4.50 out of 5.00

## Experience

### Assistant teacher at Magnus School

Address : Boro Koborsthan, Narayanganj  
Designation : 03 Year

## Relevant Skills

- Strong communication and interpersonal skills.
- Written and oral fluency both Bangla and English.
- Flexible, adaptable and both willing and able to learn quickly.
- Able to generate innovative ideas.
- Capable of working efficiently under pressure.

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## Computer Skills

- Microsoft Office
- Internet Browsing & E-mail
- Website Searching

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## Language Skills

- Bangla
- English

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## Personal Information

- Father's Name : Goutam Roy
- Mother's Name : Trisha Roy
- Date of Birth : 01 January 1997
- Marital Status : Married
- Nationality : Bangladeshi (by birth)
- Religion : Hindu
- Height : 5'-02'
- Gender : Female
- Permanent Address : Machua Bazar, Tolaram Moor, Nitaiganj, Narayanganj-1400

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## Hobbies

Listing Music, Traveling, Internet Browsing, Reading Newspaper

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## Undertaking

I am undersigned, thereby declaring that I will be responsible for any wrong information provided here.

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Signature