

RESUME OF Afroza Akter

Mailing Address:

House- 333, Wapda Road,
West Rampura, Dhaka-1219.
Cell: 01618-485971

CAREER OBJECTIVE

I anticipate working with an organization that ensures suitable working atmosphere where I can deploy my academic knowledge and skills to add value to the organization and also imagine enjoying my effort through creativity.

ACADEMIC QUALIFICATION:

❖ **Bachelor of Business Administration (BBA) Hon's**

- **Institution** : Habibullah University College
- **Subject** : Management
- **Result** : CGPA- 2.85 (out of 4.00)
- **Passing Year** : 2021

❖ **Higher Secondary Certificate (H.S.C)**

- **Institution** : Rajdhani Ideal College
- **Group** : Business Studies
- **Board** : Dhaka
- **Result** : 3.92 (out of 5.00)
- **Passing Year** : 2017

❖ **Secondary School Certificate (S.S.C)**

- **Institution** : Motherland School & College
- **Group** : Business Studies
- **Board** : Dhaka
- **Result** : 3.61 (out of 5.00)
- **Passing Year** : 2015

LANGUAGE PROFICIENCY:

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

COMPUTER LITERACY

MS Word, MS Excel, MS Power Point, E-mail and Internet Browsing.

COMMUNICATION SKILLS:

Proficiency in oral and written communication both in English and Bengali.

INTEREST & ACTIVITIES

- Traveling
- Internet Browsing
- Reading Book

PERSONAL DETAILS:

- Name : **Afroza Akter**
- Father's Name : Akmot Ali
- Mother's Name : Farida Begum
- Date of Birth : 23/08/1998
- Permanent Address : House- 333, Wapda Road,
West Rampura, Dhaka-1219.
- Home District : Dhaka
- Marital Status : Unmarried
- Height : 5 Feet
- Religion : Islam
- Nationality : Bangladeshi (By birth).

EXPERIENCE:

I have 04 Years Experience as a "**Sales Associate**" in Aarong.

I have 1 Year Experience as a "**Sales Associate**" in Deshi Super Shop.

DECLARATION:

"I do hereby declare and certify that all information stated above is true and complete to the best of my knowledge and belief"

Date:

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Afroza Akter