

TAMANNA SULTANA

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PRESENT ADDRESS

Bhaberchor, Gazaria,
Munsiganj.

PERMANENT ADDRESS

Village - Pinjuri, Post Office -
Pinjuri, Police Station -
Kotalipara, District -
Gopalganj

CAREER OBJECTIVE

To obtain a challenging position in a reputable organization where I can leverage my Educational Knowledge, skills and experience, contribute to the growth of the organization, and enhance my career opportunities.

EXPERIENCE

1.Social Media Page Moderator (2023-2025)

- Monitored page content and ensured compliance with community guidelines.
- Handled user queries, managed comments/messages, and maintained positive engagement.

2.Assistant Teacher (2017-2020)

ACADEMIC BACKGROUND

- Post Graduate Diploma in Strategic Branding and Marketing
- Bachelor of Arts (B.A Hons), Uttara University, 2016-2017, CGPA: 3.77 (Out of 4)
- H.S.C (Higher Secondary Certificate), Holy Child College, Dhaka, 2014, GPA: 5.00 (out of 5)
- S.S.C (Secondary School Certificate), Amjad Ali Sarkar Pilot Girls High School, Dhaka, 2012, GPA: 5.00 (out of 5)

COMPUTER SKILLS

- Microsoft Office: MS Word, MS Excel, MS PowerPoint
- Internet browsing

LANGUAGE SKILLS

- Excellent verbal & written communication in mother tongue (Bangla)
- Good verbal & written communication in English language

PERSONAL SKILLS

- Ability to work under pressure and Positive attitude.
- Ability to adapt in any environment.
- Working hard with logical thinking & environment.

EXTRA-CURRICULAR ACTIVITIES

- Participated in Vit A Plus campaign 2020 as an Unicef Volunteer.
- Worked as a volunteer of Keya Students Forum Bangladesh.

PERSONAL DETAILS

Field	Information
Father's Name	: Shahidul Islam Talukder
Mother's Name	: Mahbuba Sultana
Permanent Address	: Village - Pinjuri, Post Office - Pinjuri, Police Station - Kotalipara, District - Gopalganj
Date of Birth	: 18.11.1996
Gender	: Female
Marital Status	: Married
Nationality	: Bangladeshi
Religion	: Islam

PERSONAL DECLARATION

I do hereby ensure that the above all information is true to my best knowledge.

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Tamanna Sultana