



📍 Present Address : House-64, Road:1/2,
Block-C, Mollabari, Aminbazar, Savar,
Dhaka-1348

☎ +8801712344893

✉ jakirusa29@gmail.com

MD. JAKIR HOSSEN

PERSONAL DETAILS

Father's Name : Md. Sharif Uddin

Mother's Name : Chayana Begum

Date of Birth : 12 July, 1995

Marital Status : Married

Gender : Male

Nationality : Bangladeshi

National ID No : 2363384427

Religion : Islam

Blood Group : A+ (Positive)

Permanent : Vill: Badekhanpur, P.O: Guatoli,

Address P.S: Chowgacha Dist: Jessore-7410

COMPUTER PROFICIENCY

- Office Management: MS-Word, MS-Excel, PowerPoint.
- Concepts: Computer Networking, Social Networking, E-mailing, Net Surfing etc.

TECHNICAL & PERSONAL SKILLS

Excellent interpersonal skills

100%

Strong analytical & logical

80%

Excellent communication skills

95%

Punctual, innovative & skillfull

80%

Self-confidence, honesty, motivation

100%

Ability to work under pressure

90%

CAREER OBJECTIVE

To serve in an organization where I get a suitable environment to utilize my gathered knowledge as well as my experience to work in a team and enjoy working to meet the challenge of any competitive area in a dynamic corporate environment. To become a responsible, skilled professional and build up myself as a professional leader through my sincerity, efficiency and highest level of professionalism.

JOB EXPERIENCES

Working as Assistance Relationship Officer,

E-Business Division, Company: Dutch Bangla Bank Ltd

Duration: From 09/10/18 to Continue.

ACADEMIC QUALIFICATION

Exam	Educational Institute	Year	Result
MBA (Major HRM)	University of South Asia	2020	3.79 Out Of 4
BBA (Major HRM)	University of South Asia	2017	3.22 Out Of 4
HSC (Humanities)	Chowgacha Degree College	2013	4.10 Out Of 5
SSC (Dakhil)	Badekhanpur Siddikia Dakhil Madrassah	2011	4.88 Out Of 5

COMPITENCY

I am very much confident to work with people and able to keep control in pressure situations, enjoy working alone or in group to meet challenging target ambitions and eager working to climb up to achievement of effective leadership skills & efficiency to achieve the organizational goals.

SELF-APPRAISAL

1. Strong desire for leading an honest life with respect & dignity.
2. Aspiration to build a career showing superior performance.
3. Hard working, sincere & eager to learn.
4. Self-motivated with positive 'can do' Attitude.
5. Great problem-solving ability in any difficult circumstances.
6. Active Listening, Public Speaking & Presentation. 📢
7. Program Organize.

COMMUNICATION PROFICIENCY

- ✓ Having good Internal, External, Virtual & Personal communication skill.
- ✓ Bengali: As a mother tongue.
- ✓ English: Having good command over Reading, Writing, Listening and Speaking.

HOBBIES & INTERESTS

- ✓ Playing cricket
- ✓ Playing football
- ✓ Watching movies
- ✓ TV Series
- ✓ Reading book.

PROFESSIONAL SKILLS

- Possess social responsibility, emotional intelligence, and proactive learning skill.
- Possess excellent communication and interaction skills.
- Ambitious, hardworking and enthusiastic.
- Capable of maintaining nerve under immense pressure and heavy work load.
- Great problem-solving ability in any difficult circumstances.

REFERENCES

1.Oishik Rahman Siddiqi	2. Md. Tanjir Mahmud
Trainee District Manager	Officer
Singer Bangladesh Limited	Brac Bank Limited, Foridpur Branch
Contact No: 01706430772	Contact:01712157714
E-mail: oishiqi.siddiqi@gmail.com	E-mail: tanzirjess@gmail.com

PROCLAMATION

I, the undersigned certify that to the best of my knowledge and belief, this CV correctly describes my qualifications, and myself. I understand that any willful miss-statement described here may lead to my disqualification or dismissal, if employed.

I certify that the information given in this CV is complete and accurate. Thank you.

MD. JAKIR HOSSEN

Signature

Date: