

# MD. REFAT

## Present & Mailing Address:

House-No: 837 College Para,  
Brahmanbaria Sadar,  
Brahmanbaria-3400.



## Contact

Phone:

+8801625-208017



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## Languages

Bangla & English

## Computer Skill

I am able to use Ms- Word, Ms-Excel, Ms Access, MS Power Point and E-mail Internet Browsing.

## Reference

Name: Mst. Amirun Nesa

(Jatio Mohila Songstha)

Contact: 01715000849

Location: Brahmanbaria

## About Me

To continue in an Organization where I can integrate my knowledge and skills to add value to that Organization and explore with my potentials. To lead a challenge carrer to serve motivates and manages people with honesty.

Releigious View: (Islam).

Blood Group: B+

## Skill Information

- Good Communicator
- Strong & Fluent English
- Speaker also writer
- Complex problem solver
- Innovative
- Service-focused
- Motivator

## Education

- ❖ Bachelor of Business Administration: In Accounting-2021  
National University, Bangladesh.  
Result: CGPA-2.64 (Out Of 4.00)
- ❖ Higher Secondary Certificate (H.S.C) : 2014  
Brahmanbaria Govt College, Brahmanbaria  
Result: GPA-4.20 (Out of 5.00)
- ❖ Secondary School Certificate (S.S.C) : 2012  
Niaz Mohammad High School, Brahmanbaria  
Result: GPA-5.00 (Out of 5.00)

## Experience

Branch Operator - 09/2019 to 05/2021  
Lavoni Express, Brahmanbaria District.

Customer Care Executive - 09/2021 to 07/2023  
EHealth2all Ltd, Brahmanbraia

Field Assistant - 09/2018 to 08/2019  
Polli Biddyut Samti, Cumilla.

- Cooperate with management to create clean interfaces and simple, intuitive interactions and experiences.
- Develop concepts of company's goodwill
- Work with senior service holder to manage large, complex account projects for corporate clients.
- Complete statement of every transaction creator.