

**CURRICULAM VITAE
OF
ABDUR RAZZAQ
Mob: 0544321870
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Personal Profile

Name	: Abdur Razzaq
Father's Name	: Kazim Uddin
Mother's Name	: Rehena Bibi
Date of Birth	: 15-06-1992
Nationality	: Bangladeshi (By Birth).
National ID No	: 1992811224000375
Passport No	: A01760325
Blood Group	: B+(ve)
Height	: 5 Feet 6 Inch
Weight	: 54 Kg.
Religion	: Islam
Marital Status	: Married

Objective

To obtain a challenging position in any area of Business & Education that will provide future opportunities for growth, development and to use my skills and experience that I have acquired in my educational life and to dedicate my whole effort to achieve the organizational goal.

Educational Qualifications

LLB :
Major subject : Law
Passing Year : 2013
Result : 3.23
Name of Ins. : Dhaka International University

Higher Secondary Certificate (H.S.C.):
Group : Humanities
Passing Year : 2009
GPA : 3.70
Out of : 5.00
Name of Ins. : Rajshahi Gov. City College
Board/University : Rajshahi

Dakhil :
Group : Science
Passing Year : 2007
GPA : 4.44
Out of : 5.00
Name of Ins. : Sreepur Ramnagor Alim Madrashah.
Board/University : Madrashah

Computer Knowledge

- Computer Certificate in Database Programming (Duration 3 Months).
- Able to prepare any type of documents with MS word.
- Able to represent any type of documents with Ms PowerPoint.
- Able to prepare any type of documents with MS Excel.
- Having good knowledge on Ms Access, Internet browsing and e-mail.

Language Proficiency

- Bangla and English (Able to reading, writing & speaking)

Self Assessment

- Strong desires for leading an honest life with dignity.
- Aspiration to build a career showing superior performance.
- Ability to take responsibility.
- Energetic, Sincere, Punctual ,Honest and Dutiful.
- Able to work at any time at any place.
- Ability to work with a team.

My Traits

- Capable & Adopting any type of environment
- Excellent Motivation capacity .
- Drive Car & Motorbike with Bangladesi driving license.

Declaration

I would be appreciated if you give me an opportunity to work with you and to execute myself with your support. All the information provided here are correct and complete.

Professional Experience

- * I have working of ` Pran RFL ` as Sales Executive 15/08/2016 to 30/01/2017 .
- * have working of ` RR Enterprize ` as Sowroom Manager 03/02/2018 to 30/06/2020 .

Yours Sincerely,

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(Abdur Razzaq)

Date: