

# Shipon Kumar Ghosh

Present Address:

6<sup>th</sup> floor (6A), Mriddha Bari

Purbo, Kuril Bisho road

Road no1, Mriddha bari, Dhaka

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## Career Objective

To develop my career as a highly potential person in working arena and to use inter-personal and communicative skill where those can flourish most. I have desire to work sincerely, meaningfully through consistency, hard and disciplined way.

## Educational Qualification

<i>B.B.A</i>	<b><u>Bachelor of Business Administration (BBA)</u></b> American International University - Bangladesh (AIUB). Major in Marketing CGPA of 3.40 out of 4.00 scales Summer 2014 - Spring 2017
<i>H.S.C</i>	<b><u>Higher Secondary Certificate (H.S.C)</u></b> Institute : Dr. Rustom Ali Farazi Degree College- Priojpur, Mathbaria Group : Business Studies GPA : 4.90 out of 5.00 scale Year : 2013
<i>S.S.C</i>	<b><u>Secondary School Certificate (S.S.C)</u></b> Institute : Udayan High School- Priojpur, Mathbaria Group : Business Studies GPA : 4.13 out of 5.00 scales Year : 2011

## Work Experience

	<b><u>Hotel Amari Dhaka</u></b> (Trainee, Sales Marketing) <b>May 2017 – July 2017</b> <b><u>Responsibilities</u></b> <ul style="list-style-type: none"><li>- Customer service to solve hotel related issue.</li><li>- Follow-up clients.</li><li>- Looking for new clients.</li><li>- Business promotional activities.</li><li>- Contact Clients over the phone.</li><li>- Prepare PR report for Amari Dhaka</li></ul>
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## Work Experience

**MGH Restaurant PVT LTD.** (Shift Manager)

**July 2017-Till Now**

### **Responsibilities**

- Food Safety
- Prepar Monthly COGS
- Inventory Management
- Internal Communication
- Daily Maintenance and Cleanliness
- Store Operations Opening or Closing Shifts.
- Managing Crew
- Quality Food Production
- Exceptional Customer Service
- Safety and Security
- Making working Scheduling for employees
- Training.

## Relevant Coursework

- Research on Problems and Prospects of Daycare center: In the perspective of Bangladesh specially focus on **Sporsho daycare center**, House#8(3rd floor), Road#2(E), Sector#4, Uttara, Dhaka, Bangladesh.
- Marketing Research on IMPACTS OF SOCIAL MEDIA ON CONSUMER BUYING BEHAVIOR.

## Personal Attributes

- Able to work effectively in a team-based, information-sharing environment.
- Systematic in work and self-motivated.
- Able to work with people from different background and culture.
- Capable of conducting multimedia presentation.
- Good interpersonal communication skill.

## Language Proficiency

- Speak, read, and write fluently in both Bengali and English.

## Computer Skills

- Strong command especially Microsoft Office All Packages.
- Have basic knowledge in computer hardware.
- Better knowledge in internet browsing.

## Hobby

- Gaming, Travelling, Building and Nurturing relationships with People.

### Personal Profile

**Father's Name** : Manik Lal Ghosh.  
**Occupation** : Business Man.  
**Mother's Name** : Parul Ghosh.  
**Occupation** : House Wife.  
**Permanent address** : Vill- Mathbaria, P.O & P.S- Mathbaria, Dist- Priojpur.  
**National ID** : 19967925807000013.  
**Cell** : +8801745973020.  
**Date of Birth** : 17 October 1996.  
**Nationality** : Bangladeshi

### Reference Persons

RAJIB KARMAKAR  
Business Development Specialist  
Dermitec LTD.  
Cell: 01712395529  
E-mail: [rajib@dermitec.com](mailto:rajib@dermitec.com)

DR. Md. TOUFIQUL ISLAM (MITHIL)  
Ph D(japan), JSPS Fellow, Legislative Fellow (USA)  
Head, Dept. of Social Science  
Faculty of Arts & Social Science  
Cell: 01720212972, 01861625244  
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*I declare that the information provided in this resume are correct true and complete to the best my knowledge and belief.*



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**Shipon Kumar Ghosh**