

## **MD. SAIFUDDINJISHAN**

40/03 HaziRafiqul Islam Road, Jatrabari  
Dhaka -1236  
Phone No - 01681392036  
E-mail: saifjishan007@gmail.com



### **Job Objective**

Looking for a challenging job where I will have the scope to utilize my potential, adaptability and skill to do something innovate and from which sector or area I will be enhance my knowledge. To prove myself as a quick learner and highly energetic person to face any challenge and to build my career in such as any organization.

### **Education**

#### **Bachelor of Business Administration (BBA)**

Major : Tourism and Hospitality Management  
Year : 2014 to 2017  
CGPA : **3.32** out of 4.0 scale  
Institute : American International University- Bangladesh (AIUB)

#### **Major Coursework**

- Airline Reservation & Ticketing
- Event and Mice Management
- Food and Beverage service management
- Operation Management
- Catering and banquet Management
- Tourism Destination and Culture
- Consumer Behavior
- Human Resource Management

#### **Higher Secondary School Certificate**

Year : 2013  
Institute : Birshrestha NoorMohammad Public College  
Group : Business Studies  
GPA : 5.0 in 5.0 scale

#### **Secondary School Certificate**

Year : 2011  
Institute : ShamshulHaque Khan School and College  
Group : Business Studies  
GPA : 4.75 in 5.0 scale

## Professional Experience

- Working in “**The Westin Dhaka**” Hotel and Resort as a “**Guest Service Agent**”
- Now I am continuing my job at “HazratShahjalal International Airport” as a **GSA** in “Signature Lounge”.

## Communication and Leadership Skills

- Fluent in Bangla and English – both verbal & written.
- Capable of conducting multimedia presentation.
- Efficient in documentation and writing reports.

## Interpersonal and Team Skills

- Participate in team work activities
- Good at data analysis
- Think and create new imaginative solution

## Computer Skills

- Good at Microsoft Excel.
- Excellent at Microsoft Power Point.
- Fully acquainted with Windows Operating Systems.

## Personal Details

Father : Mr. MdGiasuddin  
*Businessman*

Mother : Mrs. Shuriya Begum  
*Homemaker*

Date of birth : 02 May 1995

Height : 5 Feet 8 Inches

Weight : 67 Kg

Marital Status : Unmarried

Blood group : AB (Positive)

Permanent Address : 40/03 hazirafiqullslam road, jatrabari, Dhaka-1236

## References:

### Mohammad Maniruzzaman

Front Desk Manager

### The Westin Dhaka

Contact : +88 01709 6379 79

+88 02 9891988

Email:

mohammad.maniruzzaman@westin.com

### SujanDebnath

Team Leader & Departmental Trainer

Front Office

### The Westin Dhaka

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