



MD. SHARIKH MAHMUD MRIDUL

BBA (Accounting & Finance)
S/O Mizanur Rahman and Mala Begum
180/2 Uttar Kunipara, Shanti Niketon,
Tejgaon, Dhaka-1208
Phone: 01770-11 85 97
Email: s.m.mridul55@gmail.com
Date of birth: May 15, 1996

Career Objective

To share and implement the knowledge and skills gained through academic studies at the work place. Secure a responsible position and serve as a representative sharing my breadth skills and abilities affecting mutual employee and employer growth and success.

Aptitudes

- Analytical ability (analysis of cause-effect relationship)
- Leadership (especially motivating and coaching)
- Good presentation skill
- Creative
- Performing well under stress
- Strong communication Skill (verbal & non-verbal)
- English (well speaking)
- Self-confident
- Good at working in a team

Academic records

Bachelor of Business Administration (Accounting and Finance)- 2018

Department of Business Administration, American International University-Bangladesh (AIUB)

C.G.P.A – 3.30 out of 4.00

Higher Secondary Certificate Examination (Commerce group)-2014

Bogra College, Bogra

G.P.A – 4.30 out of 5 .00

Secondary School Certificate Examination (Humanities group)- 2012

Kanchunpur Maddomik Biddaloy, Champapur, Bogra

G.P.A – 4.00 out of 5.00

Professional experience

Internship at credit management department

Work as intern from 06/05/2018 to 05/08/2018

Finance & Planning, ACI limited

Participated at credit management activates

- Ready the customer file for credit collection
- Entry the Customer information in a excel data base
- Worked in SDMS software for address update and ledger print

Certificates

- 2nd position of poster competition (social science)
- 2nd runner-up of poster competition (Economic geography)
- Achieve 4th prize in the poster competition (Global trade)
- Participant as business plan exhibition in business week

Computer skills

- Microsoft Office (specially MS Word, MS Excel, MS PowerPoint)
- Operating System installation
- Competent at e-mail communication
- Have expertise in computer Compose (Specially in English & Bengali-Avro)

Hobby:

Travelling, playing football, Making some unique types of product and writing poetry.

Reference:

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. Md. Emran Hossain
Agriculture Extension officer
(BCS-Agriculture)
Department of Agriculture Extension, Savar,
Dhaka.
Phone: 01717-513548
Email: hossainemran88@gmail.com | 2. Mousumi Haque
Assistant Chief (BCS-Economic)
Socio-Economic Infrastructural Division,
Planning Commission, Ministry of Planning
Shere Bangla Nagar,
Dhaka-1207
Phone: 01726-128945
Email: mh.lopa90@gmail.com |
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I hereby acknowledge that all the information stated above is correct and complete.

Signature