



Marzia Sultana

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With a view to flourish my potentialities I would like to work in an organization that offers challenges to accomplish mission, to achieve set goals with optimum perfection on the way to build up a career as a key and an effective team player with unlimited loyalty and commitment.

Job experience:

- **Content Writer:**

Nava Avijan Prokashani

January 14, 2018 - Present

Key responsibilities:

- Creative Content Writing
- Marketing Content Writing
- Manage Web Content
- Edit content produced by other members of the team
- Proofread and edit blog posts before publication
- Submit work to editors for input and approval
- Promote content on social media
- Identify customers' needs and gaps in our content and recommend new topics.

- **Intern**

Asian Paints Bangladesh Limited

Sept 01, 2017 – Dec 12 2017

Key responsibilities:

- Prepare Daily Sales Report
- Update New Dealers Information
- Telemarketing with Dealers.
- Prepared many on demand reports.
- Site Visiting.
- Sales inspection with the sales personal

Education:

Exam Title	Concentration/ Major	Institute	Result	Pass Year	Duration
MBA	Marketing	American International University Bangladesh	3.69 out of 4	2018	1.6 Years
BSC	Electrical & Electronics Engineering (EEE)	American International University Bangladesh	3.16 out of 4	2015	4 Years
HSC	Science	Dhaka City Collage	4.50 out of 5	2010	
SSC	Science	Banani Bidyaniketan	5 out of 5	2008	

Strengths:

- Aptitude for learning
- Self-motivated
- Team work
- Communication & relationship building skills
- Adaptable to new situations.

Communication:

Fluent in Bengali & English (both verbal & written)

Personal Details:

- Father's Name: Aminur Rahman
- Mother's Name: Jakia Khatun
- DOB: May 08, 1993
- Nationality: Bangladeshi by Birth.

Reference:

- **Akram Hossain Chowdhury**
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