

SHAKIB HOSSAIN SHOYON



+8801981-276621

skbshvn@gmail.com

1, Tutpara Central Road, Khulna

CAREER OBJECTIVE

I'm Shakib Hossain Shoyon, a skilled and passionate HR professional with a BBA and MBA in Human Resource Management. I have expertise in recruitment, talent management, performance appraisal, training and development, and employee relations. My ability to design and implement HR strategies that align with organizational goals has contributed to business success. With exceptional interpersonal skills, I work collaboratively to achieve goals while fostering a positive work environment. I am committed to delivering results that drive business success and am confident that my skills and experience make me an asset to any organization.

Education

Master of Business Administration

2022

BANGABANDHU SHEIKH MUJIBUR RAHMAN SCIENCE AND TECHNOLOGY UNIVERSITY, GOPALGANJ

Master's of Business Administration (MBA Evening)
(Major : Human Resource Management)
CGPA: 3.23(out of 4)

Bachelor of Business Administration

2018

AMERICAN INTERNATIONAL UNIVERSITY BANGLADESH(AIUB)

BBA (Major : Human Resource Management & Minor: Management Information System)
CGPA : 3.01(out of 4)

Higher Secondary Certificate

2014

GOVT M.M.CITY COLLEGE, KHULNA

HSC(Commerce)
GPA:3.90(out of 5)

Secondary School Certificate

2012

KHULNA ZILLA SCHOOL, KHULNA

SSC(Commerce)
GPA:4.75(out of 5)

Work Experience

Internship || DBBL

Oct 2018 - Dec 2018

Customer Support Executive

I completed an internship at Dutch-Bangla Bank Limited, where I gained valuable experience in the banking industry. During my internship, I had the opportunity to work on various projects and tasks, including customer service, financial analysis, and data management. This experience allowed me to develop my skills in communication, problem-solving, and teamwork, which I believe will be valuable assets in my future career.

Rowshan Institute of
Information Technology

Nov 2022 - March 2023

Marketing Executive Officer

- Developing and executing marketing strategies and plans to increase brand awareness and drive sales.
- Conducting market research and analyzing consumer behavior to identify target audiences and trends.
- Creating and managing digital marketing campaigns, including social media, email marketing, and online advertising.

BUSINESS SKILLS

- Recruitment and staffing
- Employee relations
- Performance management
- Change management
- Leadership
- Training and development:

Tools: MS Excel, MS Power Point, MS Work, MS Access

ACHIEVEMENT

- 2nd runner up in Digital Poster Presentation Organized by **Biz Tech**
- Former Basket Ball Player of **Khulna District Champion team**

REFERENCES

Zinat Ara Ahmed
Director
Export Promotion Bureau,
Khulna.
Mobile: 01671-608041

Gazi Zakir Hossain
Director
Divisional District Information Office,
Khulna.
Mobile: 01720-423124

APPRECIATION CERTIFICATE

- MIS Day 2K17 || American International University
- MIS Day 2018 || American International University
- Business Plan Competition || American International University
- Role Play Competition || Aiub Business Week

VOLUNTEER EXPERIENCE

- CV writing Workshop || **AIUB Business Week**
- Seminar in HR || **Organizer**

Personal Information

Name : Shakib Hossain Shovon
Father's Name : Moqbul Hossain Mintu
Mother's Name : Farida Yasmin
Date Of Birth :18-10-1997
Blood Group :A+