

Mohammad Salman Sayeef

Address: House# 603, Block-C, Road# 02,
Old Police Phari, Khilgaon, Dhaka-1219

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Career Objective

Strongly desire to build up a successful career by obtaining a challenging position in a reputed organization where I can apply my skills, knowledge and experience to enhance organization's success and to enhance my career.

Work Experience

Internship at Mercantile Bank Ltd. (IT Department)

Responsibilities:

- Windows Installation In PC
- Anti-Virus Installation and update
- Software installation and update
- Data Entry

Soft Skills

- Digital & Social Media
- Good Communication Skill
- Proficient in English Language
- Able to set priorities and tasks
- Optimistic, Confident and Friendly as a person
- Responsibilities on all aspects
- Capable to work in a team and also can lead the team
- Punctuality and Devotion to Work are in preferences

Computer Skill

MS Word, Excel, Power Point & E-mail

Training & Workshop

Cisco Certified Network Associate in Routing & Switching (CSC013524864) AIUB
Continuing Education Center, Dhaka.

Academic Qualifications:

Degree Title	Department	Institute	Result	Passing Year
Executive MBA	Organization Strategy and Leadership (OSL)	University of Dhaka	Credits Completed: 60 out of 66	
Bachelor of Science (B.Sc.)	Computer Science and Engineering (CSE)	American International University-Bangladesh (AIUB)	CGPA: 3.47 out of 4	2019
Higher Secondary Certificate (H.S.C)	Science (English Version)	B.A.F Shaheen College Tejgaon, Dhaka	GPA: 5.00 out of 5	2015
Secondary School Certificate (S.S.C)	Science (English Version)	Daffodil International School, Tangail	GPA: 4.81 out of 5	2013

Personal Details:

Name : Mohammad Salman Sayeef

Father's Name : Late Sirajul Haque

Mother's Name : Monowara Begum

Marital Status : Unmarried

Religion : Islam

Date Of Birth : 16th October, 1996

Communication Skill:

- Bangla (Native Language): Fluent in speaking, reading, writing and understanding
- English: Excellent in listening, reading, writing & understanding

References:

Dr. Muhammad Shariat Ullah
Professor & Chairman
Department of OSL
University of Dhaka
Phone: 01621-209622, 01763-443320
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Md. Azman Hasib
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