

NURTAZ BEGUM ASHA

C-47, 3rd Colony, Lalkuthi

Mirpur-1, Dhaka- 1216

Cell: +88 01967827743

E-mail: nurtazasha@gmail.com



Career Objective

Achieving a dynamic and challenging job which will give a learning environment and an opportunity to utilize my interpersonal skills, creativity and expertise to achieve company goals and to become competitive with greater excellence in the corporate sector.

Working Experience

Worked as an **INTERN** in ACNABIN Chartered Accountants, 12 Kawran Bazar C/A, Dhaka-1215 from May 2017 to July 2017.

Academic Background

Bachelor of Business Administration (BBA) 2017

American International University-Bangladesh (AIUB)

CGPA: 3.83 out of 4.00 scale

Major in Accounting & Finance

Higher Secondary Certificate Examination (HSC) 2013

Dhaka Commerce College

GPA- 5.00 out of 5.00 scale

Group- Commerce

Board- Dhaka

Secondary School Certificate Examination (SSC) 2011

Monipur High School

GPA- 5.00 out of 5.00 scale

Group- Commerce

Board- Dhaka

Achievements

- Got Certificate of Recognition from the Dean's List as appreciation of better academic performance at AIUB.
- Got Appreciation Award in poster presentation competition at AIUB.
- Got General Grade Scholarship under the board of Intermediate and Secondary Education in HSC.

Extra-Curricular Activities

- Participated in cultural program as a host.
- Worked as an organizer in different cultural programs at school, college and university level.
- Former Member of AIUB Business Club.

Language and Professional Skills

- Excellence over speaking, reading, writing and listening of both Bengali & English.
- Well conversant with PC packages such as M.S Word, M.S Excel, M.S Power Point, Prezi and Excellent Internet Browsing.
- Quick learner in changing environment.
- Able to co-ordinate and lead teams effectively.
- Can work in under pressure.
- Self- motivated and honest.

Personal Details

Father : Mohammad Abu Musa
Mother : Rokeya Begum
Date of Birth : 09-10-1996
Nationality : Bangladesh
Religion : Muslim
Sex : Female
Blood Group : B+
Marital Statues : Single
Hobbies : Decorating room, Traveling

References

Mohammad Faridul Alam

Assistant Professor and Head
Department of Accounting and Finance
Faculty of Business Administration
American International University-
Bangladesh (AIUB)
E-mail:- mf.alam@aiub.edu
Mobile: 01819293179

Obaidul Islam

Associate Professor
Department of Management
Faculty of Business Administration
American International University-
Bangladesh (AIUB)
E-mail: obaidulpislam@gmail.com
Mobile: 01711-432911

Here I declared that the above furnished information is true to the best of my knowledge and belief.

Nurtaz Begum Asha
(Nurtaz Begum Asha)