

# RESUME OF SIMA AKTER

06,Shekhertek,Mohammadpur,Dhaka-1207  
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## Personal Strength

- Capable of working in a team as well as independently.
- Strong communication & interpersonal skills.
- Able to work under pressure & enjoy meeting the challenges.
- Leadership.
- Recognition.
- Integrity & Ethic.

## Educational Qualification

### Higher Secondary Certificate Examination (H.S.C)

- Name of College : Bir Shreshtha Munshi Abdur Rouf Public College
- GPA : 4.30 (Out of 5.00)
- Year of Completion : 2024
- Major : Arts
- Board : Dhaka

### Secondary School Certificate Examination (S.S.C)

- Name of School : Begum Nurjahan Memorial Girls High School
- GPA : 4.77 (Out of 5.00)
- Year of Completion : 2022
- Major : Arts
- Board : Dhaka

## Language Proficiency

- Bengali : Better Reading, Writing & Speaking.
- English : Good Reading, Writing & Speaking

# Computer Skill

- Computer Office Application
- Internet Browsing

## Personal Profiles

- Name : Neha Aktar
- Father's Name : MD Anju Miya
- Mother's Name : Hafsa Akter
- Date of Birth : 19/12/2006
- Nationality : Bangladeshi
- Religion : Muslim (Sunni)
- Sex : Female
- Merital Status : Unmarried
- Mailing Address : Road/06,Shekhertek,Mohammadpur, Dhaka 1207
- Permanent Address : Pach Hat,Khaliaghuri,Netrokona,Maymansingh

## Declaration

I am undersigned, hereby declare that the information included above are true to my knowledge. If required and where applicable this document can be supported by appropriate authentic certificates.

Date : .....

Applicant signature  
(Sima Akter)