

Farzana Akter

Contact Address: 24/33, Road No # 2, Shonamia Road,
North Manda, Dhaka

Mob no: 01782559211, 01614428331

E-mail: farzanamuna1998@gmail.com

**Career Objectives:**

To grow with a leading organization that utilizes the abilities of its human resources to full extent helping to realize and develop their potentials and help them to be a part of a team that scales great heights through continuous learning and dedication

Academic Qualification:

Name of Degree	Institution	Board	Passing Year	Department	C.G.P.A / G.P.A
Master of Business Administration(M.B.A)	Bangladesh Islami University	Dhaka	2025	Finance	3.46
Bachelor of Business Administration(B.B.A)	Mirpur University College	Dhaka	2022	Finance	2.96
Higher Secondary Certificate(H.S.C)	BCIC College	Dhaka	2016	Commerce	4.00
Secondary School Certificate(S.S.C)	Mirpur Govt High School	Dhaka	2014	Commerce	4.19

Professional Experience:

- **Assistance Teacher :** Hakimul Ummah National Madrasah
01/03/2018 – 01/01/2020
Location: Mirpur 1, Dhaka: 1216

Computer Literacy:

Applications: MS Word, MS Excel, MS Power Point, Internet Browsing, E-mail correspondence.

Communication Skills:

Proficiency at understanding, speaking, reading and writing Bengali & English

Interest:

Traveling, Reading , Observing & Helping people etc.

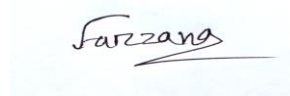
Personal Details:

Name : Farzana muna
Father's name : Abul kalam Muna
Mother's name : Parul Begum
Permanent Address : 24/33, Road No # 2, Shonamia Road, North Manda, Dhaka
Present Address : 24/33, Road No # 2, Shonamia Road, North Manda, Dhaka
Date of Birth : 01-06-1998
Blood group : O+
Nationality : Bangladeshi
Religion : Islam
Gender : Female
Marital Status : Married

References:

Md. Golam Sorwar Associate Professor Nawabganj Govt. College, Chapai- Nawabganj. Mobile: 01718281774. E-Mail : ratanmanda74@gmail.com	Md Solaiman Officer Human Resources Division Head office: Sena Kalyan Bhaban (5 th Floor) 195, Motijheel Commercial Area Dhaka-1000 Mobile:01743247426 E-mail solaimanm@basicbanklimited.com
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I declare that all information's presented here are true if required and where applicable, can be supported by appropriate authentic documents.



(Signature)