



MD. RAFIQUUL HASAN

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OBJECTIVE

Now seeking a position which gives me freedom of work and to utilize my skill. To work in practical way in an organization where I can show my talent and enhance my skills to meet company goals and objectives with full integrity and zest. Creative and innovative team player with strong interpersonal skills.

WORK EXPERIENCE

ABUL KHAIR GROUP

Internship(Internal Audit)

2019

- ✓ Maintain open communication with management and audit committee.
- ✓ Checking the reports whether the company is maintaining proper books and records or not.
- ✓ Compiling reports of audit results to senior managers.
- ✓ Obtain, analyse and evaluate accounting documentation, previous reports, data, flowcharts etc.

Unique Furniture

Sales executive

2018

- ✓ Meeting and greeting customers and making them feel welcome.
- ✓ Demonstrating and presenting products to customers.
- ✓ Maintaining good business relationships with existing clients.
- ✓ Negotiating contracts and packages.
- ✓ Participating in meetings with the organization's board of directors.
- ✓ Prepares reports by collecting, analyzing, and summarizing information.
- ✓ Reviewing sales performance.

EDUCATION

East Delta University(EDU)

Bachelor of Business Administration(BBA)/2.76 out of 4

2016 – 2019

Major in Accounting and Minor in Marketing

East Delta University(EDU)

Master of Business Administration(MBA)/3.43 out of 4

2020

Major in Accounting and Minor in Marketing

Chittagong Ideal School & college

Higher Secondary Certificate(HSC)

2015

Study background/GPA: Business study/4.25 out of 5

Central Public School & College

Secondary School Certificate(SSC)

2013

Study background/GPA: Business study/4.31 out of 5

ACADEMIC ACHIEVEMENTS

DEAN's List

✓ Dean's list once in 1st semester. 2016

Business case competition

✓ Finalist of EDU business case solving competition. 2017

ADDITIONAL SKILLS, ACHIVMENTS & INTERESTS

Languages: Bangla, English

Skills: Microsoft Word, Excel and PowerPoint

Activities: Volunteering for Youth-Voice, Participate in business competitions

Interests: Networking, Bike tour, football, badminton

REFERENCE

Dr. Mohammad Rokibul Kabir
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