

# RESUME OF YOUR NAME HERE



## CONTACT DETAILS

Write your full address your.

Mobile No: +8801xxx-xxxxxx

## CAREER OBJECTIVE

To develop career in a challenging, dynamic and disciplined environment where there is an opportunity of self-assessment and self-improvement both individual and group based work which involves decision making, innovative thinking are given a chance to demonstrate leadership which will ultimately lead to the further development of the common people.

## EDUCATIONAL BACKGROUND

**Title** : **Bachelor of Law**

Name of the institution : Abc University

Major : Law

Result : 3.80 (Out of 4.00)

**Examination** : **Higher Secondary Certificate (H.S.C)**

Institution : Abc College

Group : Business Studies

Result : 3.83 (Out of 5.00)

Passing Year : 2015

Board : Dhaka Board

**Examination** : **Secondary School Certificate (S.S.C)**

Institution : Abc High School

Group : Business Studies

Result : 3.38 (Out of 5.00)

Passing Year : 2013

Board : Dhaka Board

**EXPERIENCE :**

- Serving as a "Councilor Head" in "RAK Consultancy and Worldwide Education Consultancy." From Last 2 Years at Chittagong.

**STRENGTHS:**

- Sharp sense of social responsibility.
- Learning Mentality.
- Strong Communication Skill.

**LANGUAGE PROFICIENCY:**

- Spoken English & IELTS.

**INTEREST & HOBBIES**

- Reading Books,
- Listening music,
- Traveling,
- Social work etc.

**COMPUTER KNOWLEDGE:**

- Application Software: MS Word, MS Excel, MS Power Point, Internet Browsing.

**PERSONAL INFORMATION:**

- Father's Name : xxxxxxxxxxxxxxxxxxxx
- Mother's Name : xxxxxxxxxxxxxxxxxxxx
- Date of Birth : 11<sup>th</sup> January, 1998
- Gender : Male / Female
- Marital Status : Single / Married
- Home District : Dhaka
- Nationality : Bangladeshi by Birth
- Religion : Hindu / Islam
- Permanent Address : Your permanent address here.

**DECLARATION:**

I do hereby declare that the particulars provided here are true and no misinformation is given.

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**Signature**

Date: