

RESUME OF
ATAHAR KHAN
Cell : 01939989658
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Career Objective

To build up career in a challenging environment with excellent career development prospect, where hard work, strict discipline, good communications skill & creative problem solving are the corner stone of success.

Education

BBA Honors Department of management (3rd semister Running)

Name of Institute : Noakhali Govt. College
Name of Board : National University
Group : Management

Higher Secondary Certificate (H.S.C)

Name of Institute : Noakhali Govt. College
Name of Board : Cumilla
Group : Business Studies
Result : GPA 4.33 (Out of 5)
Passing Year : 2020

Secondary School Certificate (S.S.C)

Name of Institute : Obayed Ullah Memorial High School
Board : Cumilla
Group : Commerce
Result : GPA 4.33 (Out of 5)
Passing Year : 2018

Experience

Title of job : Customer Service Officer
Name of Organization : Premier Bank (PLC)
Period of job : 1st Jan 2024 to 30th Jun 2024

Languages

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High

Computer Skills

- Fundamental office courses (MS Word, MS Excel, Photoshop)
- E-mail operation and Internet browsing.
- ERP Software Operation.

Special Skills:

- ◆ Have the ability to work independently.
- ◆ Can work with people of all level.
- ◆ Have ability to do work under pressure any circumstances.
- Ability to prepare any types of Report work & Good at communication.

Personal Details

Name : Atahar Khan
Fathers Name : Majharul Islam Khan
Mother Name : Kanij Fatema
Date of Birth : 01/06/2001
Nationality : Bangladeshi by Birth
National ID : 2410882621
Religion : Islam
Gender : Male
Marital Status : Unmarried
Blood Group : AB+
Present Address : Dulal Khaner Bari, Vill-East Eazbalia, P/O-Mannan Nagar, Dis- Sadar Noakhali.
Permanent Address : Dulal Khaner Bari, Vill-East Eazbalia, P/O-Mannan Nagar, Dis- Sadar Noakhali.

Reference

Kamrun Nahar
Admin Officer of
Social Marketing Company (SMC)
59/C Darus Salam, Dhaka-1216.
Cell: +8801747505995

Nayon Chandra Saha
Lecturer of The Department of Management
Noakhali Govt. College
Sadar, Noakhali.
Cell : +8801637815310

Declaration

I, the undersigned, declare that the information specified in this curriculum vitae is true to the best of my belief and knowledge and correctly describes my qualifications and myself.



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Atahar Khan

Date:.....