

## Dolna

645/5, Bashundhara lane, West kazipara,, PO:  
Kazipara 1216, PS: Mirpur, District: Dhaka

01867146495

dolnaakter971@gmail.com



### Job Experiences

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#### ■ Greentek

Designation: Junior IT Executive

Duration: 2021-01-18 - 2021-09-27

Responsibility:

Wordpress customization & Design

#### ■ JMR

Designation: News Eiditor

Duration: 2019-05-14 - 2019-09-02

Responsibility:

online News Editing

#### ■ IIML

Designation: Data Entry Operator

Duration: 2018-10-10 - 2019-03-19

Responsibility:

Data Entry

### Educational Qualifications

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## ■ Britannia University

B.Sc, Computer Science and Engineering

Board: Comilla

Passing Year: 2019

GPA/CGPA: 3.21 (out of 4)

Roll Number: 1503020013

Registration Number: 1503020013

## ■ Suchipara Degree Collage

HSC, Science

Board: Comilla

Passing Year: 2015

GPA/CGPA: 4.50 (out of 5)

Roll Number: 155353

Registration Number: 1011159960

## ■ Debkara Marguba Dr. Shahdullah Memorial High School

SSC, Science

Board: Comilla

Passing Year: 2013

GPA/CGPA: 4.38 (out of 5)

Roll Number: 157006

Registration Number: 1011159960

## Training Summary

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### ■ Web Design & WordPress Theme Customization

Institute: UY LAB

Address:

Dhaka, Bangladesh

Duration: 2023-01-28 - 2023-05-31

## Language Proficiency

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Language	Reading	Writing	Speaking
English	High	High	Medium
Bengali	High	High	High

## IT skills

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### ■ Operating Systems:

Microsoft Windows

### Office Packages:

Microsoft Office, Google Docs

### Computational Packages:

Matlab, Solid Works

### Other IT Skills:

Scanning, Printing, Email, Google Drive

## Personal Details

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### ■ Full Name: Dolna

Father's Name: MD. Abdul Malek

Mother's Name: Kusum Akter

Gender: Female

Date of Birth: 1997-08-02

Marital Status: Married

BMDC Number: -

NID number: 1502864398

Passport: -

Permanent Address:

572,Jhawtala,Cristianpara, PO: Cumilla 3500, PS: Adarsha Sadar, District: Cumilla

Quota:

## Reference

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### ■ Kazi Hasan Mahmud

Organization: Shailo Limited

Designation: HR Manager

Mobile: 01674209585

Email: hparvas@gmail.com

Organization Address:

374, Motalib Plaza, Sonargaon Road, Dhaka 1205

Relationship: Husband

### ■ Abu Huraira Rajib

Organization: Greentek

Designation: Managing Director

Mobile: 01711138628

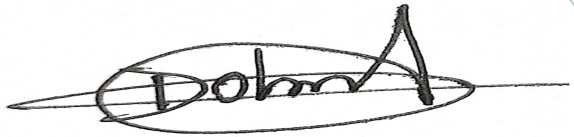
Email: sales@greentechsite.com

Organization Address:

Jashimuddin Avenue, Road 20, Sector-3, Uttara, Dhaka 1230, Bangladesh

Relationship: Professional

I declare that the particulars in this application are true to the best of my knowledge and belief, and I have not willfully suppressed any material fact.



A handwritten signature in black ink, appearing to read "Dohm A.", enclosed within a rounded rectangular border.

