



Mohammad Tanjil Hossain

present Address :
11 Shakhboot Bin Sultan St.
Kuwaitat, Al Ain
Abu Dhabi - UAE.

Contact : +971563248216
Email : tanjil9032@gmail.com
DOB : 02 March 1995
Website : whatsapp : +971563248216

OBJECTIVE

My career objective is to become associated with an organization where I can utilize my skills and gain further experience while enhancing the organization's productivity and reputation. I am also interested to hold responsibility as a team member as well as an individual worker in a challenging environment interacting with people to develop my potential, add value to the organization and achieve the organization's goals.

SKILLS

- ✓ Interpersonal Skills:
 - Efficient in time management.
 - Adaptive to new technology and quick learner.
 - Capability to work in group and also as an individual.
 - Highly motivated towards hard work and challenging job.
 - Eager to improve myself.
 - Analytical and problem solving skills.
 - Excellent organisational skills.
 - Ability to rapidly built up relationships and setup trust.
- ✓ Computer Skills :
 - I am quite efficient in MS Word, MS Excel.
 - Tally ERP 9.

LANGUAGE

- I Possess proficient communication skill including speaking, writing, and listening at following languages :
 - English ● Hindi
 - Urdu. ● Bengali (native)

REFERENCE

Khasru Uddin - Manager
Alpine Travel & Holidays LLC.
alpinetravel7@gmail.com | +971503237801

Mohammad Mizan - Managing Director
Makka Madina Complex Ltd. Bangladesh
Fatikchhari, Chattogram.
+8801819506474

PROFESSIONAL SUMMARY

I have worked as a Junior Accountant in Makka Madina Complex Ltd. Bangladesh from 18.07.2020 to 03.08.2022.
At present, I am working as a Travel Consultant in Al Ain - UAE

EXPERIENCE

Working as a Travel Consultant in Al Ain- UAE

Duration :

Ticketing Fare System: GDS - AMADEUS , Galileo,
Air Arabia, Biman, Fly Dubai, Emirates Airline, Qatar Airline, Air India,
Indigo, PA, PK, Akbar portal, Via portal,

Tourism & Visit Operator System : Cozmo, Meزون, Go Kite,
Springfield, First Line , Sama Al Jazeera.

Typing related work like- ICA, ICP, Bangladeshi Passport Renewal.

Makka Madina Complex Ltd. Bangladesh

Designation : Junior Accountant

Department : General

Duration : 18/07/2020 - 03/08/2022

Job responsibility :

- Assisting with accounts payable and accounts receivable processes, including verifying and processing invoices, maintaining vendor and customer records, and reconciling accounts.
- Recording financial transactions and ensuring that all financial records are accurate and up-to-date.
- Preparing bank deposits, reconciling bank statements, and managing petty cash.

EDUCATION

Institution : Govt. City College, Chattogram.

University : National University, Bangladesh.

Course : Bachelor of Business Studies (BBS)

Passing Year -

PERSONAL INFORMATION

Father's Name : Mohammad Hossen

Nationality : Bangladeshi

Gender : Male

Marital Status. : Single

Visa Status : Employment visa

Passport No. : EL0343342

Passport Expired : 14-Feb-2028