

CARRICULAM VITAE
OF
ABDULLAH AL KAISER



Career Objective:

To work in a challenging environment with scope of future progress. I would like to welcome the chance to work as a part of a dynamic working team where I could make a significant contribution while development my skills yet further.

Career Summary:

Willing to work in team and ability to motivate people. Like to take challenge, Quick learner, Hardworking

Employment History:

1. Brand Representative (January 01 , 2022 – Till Now)

Interspeed Marketing Solutions Ltd.

Company Location : Chittagong

Department: Marketing

Duties/Responsibilities:

Brand Promote

2. Sales Representative (February 1, 2021 – December 31,2021)

Deshi Dosh Chittagong

Company Location: Chittagong Bangladesh

Department: Sales

Duties/Responsibilities:

Increasing Sales, Customer Service, Achieve Sales Target.

3. Customer Service Officer (January 1, 2020 – January 31, 2021)

Genex Infosys Limited

Company Location: Chittagong

Department: operation (Contact Centre Banglalink Digital)

Duties/Responsibilities:

Receiving incoming calls of the Banglalink Customers and solving their problem and handling customer quires and providing product knowledge to the customers over the calls and SMS.Trained newly recruited team members as per requirement. Motivated the team members to obtain better performance. Preparing monthly reports of the team members and whole team activities. Received "Rising Employee of the Month "award. Worked as a full-time customer Service rep in a high volume Call Center.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pass.Year	Duration
Bachelor of Business Studies (BBS)	Business Studies	Hazera Taju Degree College,Chittagong	2.70	2020	3 Years
HSC	Business Studies	Omor Goni M.E.S College, Chittagong	2.33	2017	2 years
SSC	Business Studies	Hajee Chand Meah Sowdagor high School	3.38	2015	5 years

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Office Management	Ms word Ms Excel Email PowerPoint Bengali English typing	Chittagong Computer Academy	Bangladesh	Chawkbazar	2020	3 month

Professional Qualification:

Certification	Institute	Location	From	To
Professional Customer Service.	Genex Infosys Limited	Chittagong	January 1, 2020	January 15, 2020

Extra-Curricular Activities:

Family Responsibilities, Community Service, Cadet Of BNCC

Language Proficiency:

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

Personal Details :

Father's Name : Md. Solaiman
Mother's Name : Shamima Akther
Date of Birth : January 1, 1998
Gender : Male
Marital Status : Married
Nationality : Bangladeshi, Bangladeshi
Religion : Islam
Blood Group : B +
Permanent Address : Saleh Ahmed Mistree Bari , Hajir Pool , Ward No- 03 ,
PO- Wazedia- 4213, PS- Bayezid Bostami, Chattogram.

Reference (s):

	Reference: 01	Reference: 02
Name	Sanjida Rahman	Razib Saha
Organization	Territory Officer	Area Coordinator (CTG North)
Designation	British American Tobacco Bangladesh	Interspeed Marketing Solution Limited
Address	Port Territory, Chittagong, Bangladesh.	Chittagong Dewan Bazar, Chittagong, Bangladesh
Mobile	: 01713442158	01713382269
Relation	Professional	Professional

Declaration:

I certify that, to my knowledge and belief, this resume correctly describes my qualifications and me. I understand that any willful misstatement if described herein may lead to my disqualification or dismissal, if employed.

Abdullah Al Kaiser

SIGNATURE