



Md. Tazul Islam

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Ajman, United Arab Emirates

EDUCATION

Master of Business Administration (MBA)

Metropolitan University, Sylhet

CGPA: 3.45 out of 4.00 , Passing Year: 2014

Bachelor of Business Administration (BBA)

Metropolitan University, Sylhet

CGPA: 3.01 out of 4.00 , Passing Year: 2012

LANGUAGE

- Arabic: Medium
- Hindi: Fluent
- English: Fluent

CORE SKILLS

- Sales and Marketing Strategy
- Consumer Behavior Analysis
- Brand Development
- Cash Handling
- Cash Management
- Business Development
- Customer Experience Enhancement

TECHNICAL SKILLS

- MS Office Suite (Excel, PowerPoint, Outlook)
- Etiquette E-mail Writing.

HOBBIES

- Playing sports (e.g., football, cricket)
- Photography
- Watching documentaries

PERSONAL DETAILS

- Date of Birth: January 1, 1992
- Nationality: Bangladeshi
- Address: Ajman, United Arab Emirates.

CAREER SUMMARY

Dynamic Sales and Marketing Assistant with over 7 years of experience in customer service, marketing strategy, and business management. Proven track record in enhancing brand visibility and driving sales growth. Skilled in market research, team collaboration, and customer relationship management, with a strong commitment to delivering exceptional results and contributing to organizational success.

WORK EXPERIENCE

Dreams Sea Gift, Ajman, United Arab Emirates *Sales Assistant*

Duration: March 2022 – Present

- Deliver exceptional customer service by addressing inquiries and providing product recommendations, leading to increased customer satisfaction and loyalty.
- Support inventory management processes, ensuring accurate stock levels and efficient product displays to maximize sales opportunities.
- Collaborate with the sales team to implement effective marketing strategies and promotional campaigns, contributing to overall revenue growth.

Mohammad Bodrul Readymade Garments, United Arab Emirates *Managing Partner*

Duration: July 2018 – July 2021

- Spearheaded daily business operations and developed strategic plans to enhance profitability and market presence.
- Designed and executed comprehensive marketing initiatives that significantly increased brand visibility and sales performance.
- Cultivated strong relationships with customers and suppliers, ensuring high levels of service and collaboration.

Green Bangla Foundation, Dhaka *Marketing Officer*

Duration: January 2014 – December 2017

- Developed and implemented targeted marketing campaigns to raise awareness of organizational initiatives, resulting in increased community engagement.
- Conducted market research to identify emerging trends and opportunities, informing strategic decision-making processes.
- Collaborated with cross-functional teams to ensure effective communication of the foundation's mission and objectives.

Mercantile Bank, Beanibazar Branch, Sylhet *Internship*

Duration: 1 Year

- Managed daily cash transactions, ensuring accuracy and adherence to bank policies and regulations.
- Maintained accurate financial records and reconciled cash balances to ensure financial integrity.
- Collaborated with team members to streamline operations and improve service delivery in a high-volume environment.