

MUNIA

AKHTAR

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Location: Sharjah, United Arab Emirates



SUMMARY

To explore the opportunity for active involvement in a development and progressive organization offering the full utilization of my education, knowledge, skills, and experience towards achieving the organization's goals.

EDUCATION

Bachelor of Business Administration

Institute : Habibullah Bahar University College (Dhaka, Bangladesh)

Subject : Finance and Banking

Grade : 3.37

Graduation year : 2024

WORKING ABLITY

- » Accountant
- » Human Resource Management
- » Account Analyst
- » Marketing Executive

EXPERIENCE

Internship - 6 Month's (General Banking) – Janata Bank PLC. (Rajani Gandha Super Market Corporate Branch), Dhaka, BD.

SKILLS

- » MS Word, Excel, Power Point
- » Database management
- » Networking
- » Negotiation technique
- » Commitment to excellence
- » Communication skills

LANGUAGES

BANGLAI : First Language

ENGLISH : Second Language

RESIDENTSHIP STATUS

Issuing Date : 27 February 2024

Expiry Date : 26 February 2026

PERSONAL INFORMATION

Name : Munia Akhtar

Date of Birth : 12 November 2000

Gender : Female

Religion : Islam

Marital Status : Single

Nationality : Bangladeshi