**ABID MD ALBAB**

**Address:** 32/7, Road 10, Shakhertek, Mohammadpur, Dhaka, **Cell:** (+88) 017XX XXX XXX, **Email:** abid11-5670@diu.edu.bd,



**Career Objective**

Highly self-motivated student of BBA Department, Major in finance of Daffodil International University, Bangladesh. I have successfully completed 120 credits out of 126 credits and till now maintaining 3.00 CGPA. I am skilled in Generating and Analyzing report, Microsoft Excel and Access with proven communication and Teamwork skills. By joining Daffodil Group as a Finance and Accounts intern, I want to be part of the organization’s progress through the use of my knowledge and skills.

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| **Education Qualification** |
| **BBA, Major in Finance**Daffodil International UniversityCurrent CGPA 3.00 (100 out 126 Credits), Passing Year (Expected) 2021 | **HSC, Major in Science**Queen's School & CollegeAchieved GPA 3.00Passing year 2017 | **SSC, Major in Commerce** Mohammadpur Govt High School, Achieved GPA 4.00Passing year 2014 |

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| **Employability Skills** |
| **Hard Skills**Generating and Analyzing Finance & Accounts report, MS Excel and MS Access, MS PowerPoint, SPSS (Basic), Number Skills, Basic hardware & Software Skills. | **Soft Skills**Communication, Leadership, Negotiation, Creative Thinking, Problem Solving, Adaptability & Proactiveness, Sense of Humor & Friendliness | **Tech Savvy**Ability to retrieve information from internet, expert on using Google Suit (Drive, Site, Form, Calendar, Email, Jamboard), WhatsApp for Business Communication, Basic Editing Skills (Illustration, Image & Video) |

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| **Professional Involvement** |
| * Executive Member at DIU Business & Education Club.
* General Member at DIU Voluntary Service Club.
* Vice president of DIU Hope Program.
* General member of DIU marketing club
* General member of DIU MUN Club.
 | These extra curricula activities helped me to gain confidence, ability to face the problems and generate possible solutions through inclusive group discussion.  |

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| **Professional Accomplishments** |
| * Second Runner up in biz selling competition sponsored by Airtel held in 2018.
* Selected as Volunteer of the 19th IAGBT-KITRI host by Faculty of business and economics of Daffodil International University.
* Organizer of UNYSAB Diplomatic assembly held in 2018.
* Certified Digital Marketer by GOOGLE in 2020
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| **Personal Information** |
| * Personal Website Link:
* LinkedIn Link: <http://Linkedin.com/in/abid-albab-9aa851178>
* Hobby: Travelling to visit new places to learn & meet with new culture & People.
* Personal Belief: Practice Makes Everything Perfect, Leaders are Learners
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| **Reference (You must inform the person before putting his or her name)** |
| **Academic (Example)**Professor Dr. Mohammed Masum IqbalDean, Faculty of Business & EntrepreneurshipE-mail: deanfbe@daffodilvarsity.edu.bd, Cell:  +88 01713493054  | **Professional (Example)**K M Hasan RiponExecutive Director, Bangladesh Skill Development Institute & International Partner for World Business Angels Investment Forum (WBAF)Email: ad@bsdi-bd.org, Cell: +88 01713493206 |

**Statement of Declaration**

All information in this CV is true and correct to the best of my knowledge and belief.

Signature

**ABID MD ALBAB**

(Dhaka, November 29, 2020)