**ABID MD ALBAB**

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

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

|  |  |  |
| --- | --- | --- |
| **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) |

|  |  |
| --- | --- |
| **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. |

|  |
| --- |
| **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 |

|  |
| --- |
| **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 |

|  |  |
| --- | --- |
| **Reference (You must inform the person before putting his or her name)** | |
| **Academic (Example)**  Professor Dr. Mohammed Masum Iqbal  Dean, Faculty of Business & Entrepreneurship  E-mail: [deanfbe@daffodilvarsity.edu.bd](mailto:deanfbe@daffodilvarsity.edu.bd),  Cell:  +88 01713493054 | **Professional (Example)**  K M Hasan Ripon  Executive Director, Bangladesh Skill Development Institute & International Partner for World Business Angels Investment Forum (WBAF)  Email: [ad@bsdi-bd.org](mailto: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)