

Resume of SAYMAN RIFAT



Mailing Address:

Vill: Mojumdarkandi, Post: Rajoir,

P.S.: Rajoir, Dist: Madaripur

Mobile: +8801575161765

E-mail: saymanrifat@gmail.com

Career Objective

To run responsible positions where I could use my business knowledge and interpersonal skills, creativity, and above all, my learning experiences in order to develop my career.

Employment History:

Institute/Organization : Mahim Computer Training center & Photoshop.
Position : Assistant Teacher & Computer Operator.
Job Location : Rajoir, Madaripur
Duration : 01-01-2012 from Till Now.

Academic Credentials

Secondary School Certificate (S.S.C)

Institute : Govt. Rajoir Gopalganj K.J.S Pilot Model Institution.
Group : Science.
Board : Dhaka.
Year of Passing : 2018.
Result : GPA- 3.28 (On Scale-5).

Personal Details

Name : Sayman Rifat
Father's Name : Hadia jaman.
Mother's Name : Rexona Begum.
Mailing Address : Village- Majumder Kandi, P.O- Rajoir, P.S- Rajoir, Dist.- Madaripur.
Permanent Address : Village- Majumder Kandi, P.O- Rajoir, P.S- Rajoir, Dist.- Madaripur.
Date of Birth : 11 Apr 2002.

Sex : Male.
Religion : Muslim.
Marital Status : Unmarried.
Nationality : Bangladeshi by Birth.
Blood Group : B (+)ve.

Personal Qualities

Adaptable to change, Leadership proficiency, Sincere to assigned work, Can work under pressure, Positive spirited participation in team work and self-confident.

Computer Skills

Client : Windows (7,8.1,10)@2009-2019
(Professional, Pro, Home, XP, Vista)

Applications : MS Office (2000, XP, 2003, 2007, 2016)
(Word, Excel, PowerPoint, Access) PhotoShop/illustrator,
PDF Editing, Net meeting, E-mail, Online Editing tools,
Internet, Antivirus etc.

• Other Computer Skills

- ◆ Installation & Troubleshooting of Software s & Hardware Devices
- ◆ Installation & Troubleshooting of Operating System
- ◆ Installation & Configuration of Router, Switch.
- ◆ Configuration of Vlan, VPN, Sites etc
- ◆ Installation & Configuration Bluetooth.
- ◆ Configuration of Modem, Printer & other Hardware Devices.
- ◆ Configuration of Printers through remotely.
- ◆

Language Competency

Bengali - Mother Tongue.
English - Speaking and writing.

Interest

In social activities & Cricket.
In doing challenging works.
In reading books and novels apart from text books.

Sayman Rifat

Date: