CURRICULUM VITA

Name. Md. Airsad Sheikh

Mobile No: 01984-915888

C/O: Md. Tazer Sheikh

Village: Bagowan, Post: Sree Ratanpur

P.S: Mujibnagar, Dist: Meherpur

**Career Objective:**

A highly motivated individual wishing to organize with proper co-operation to pursue a long term carrier in a developed institution to contribute significantly for institutional development and personal fulfillment.

**Academic Qualification:**

**Higher Secondary Certificate (HSC)**

Institution : An-Noor Technical & Business Managment College

Subject : Secretarial Science

Result : 4.13

Year of Passing : 2019

Board : Technical

**Secondary School Certificate (SSC)**

Institution : Bagowan High School

Subject : Humanities

Result : 2.64

Year of Passing : 2017

Board : Jassore

**Computer Literacy :**

All operating system use, All Office program, English & BanglaTyping, Internet Browsing

**Language and communication skills**

Strong written and verbal communication ability in-

Bangla : (native) - Spoken, Reading & Writing.

English : (foreign) - Spoken, Reading & Writing.

**Personal Details:**

Name : Md. Airsad Sheikh

Father Name : Md. Tazer Sheikh

Mother Name : Mst. Aklima Khatun

Permanents Address : Vill: Bagowan, P,O: Sree Ratanpur

P.S: Mujibnagar, Dist: Meherpur.

Present Address : Vill: Bagowan, P,O: Sree Ratanpur

P.S: Mujibnagar, Dist: Meherpur.

Date of Birth : 20/04/1999

Home District : Meherpur

Marital Status : Unmarried

Nationality : Bangladeshi by Birth

Religion : Islam

Gender : Male

Height : 5.8”

Blood Group : AB+

I certify that all information stated in the resume is true and complete to the beast of my knowledge I authorize the organization to verify the information provided in the resume.

Date:.............................. ..............................

Md. Airsad Sheikh