



Md. Kauser Hossain Rana

159/10-GA, West Shawarapara, Mirpur, Dhaka – 1216.

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CAREER OBJECTIVE

Seeking a competitive and challenging environment where I can serve your organization and establish a career for myself.

CAREER SUMMARY

Biddyt Limited.

- Daily coordination with the delivery agents throughout the country.
- Coordinate with the Head of operations, delivery partner and accounts to ensure daily payments are deposited properly.
- Maintaining delivery rider attendance, salary and KPI

Zalisco- A Multi brand headphone re-seller. (E-commerce)

- Was Following Effective Business Development Strategies to Develop E-commerce Business
- Was collecting Data from market and analyze for future development.

PROFESSIONAL EXPERIENCE

- **Operation's Executive**
 - **Biddyt Limited.** 23rd December 2017 to present.
- Owner of e-commerce business
 - **Zalisco,** A Multi brand headphone reseller 2015 to May 2016.
- Internship at ROBI AXIATA Ltd. (fleet operation)

EDUCATIONAL QUALIFICATION

- **Masters of Business Administration (MBA)**
 - University of Dhaka
 - Banking and Insurance
 - CGPA: 3.25 out of 4.00, 2nd Semester Running.
- **Bachelor of Business Administration (BBA)**
 - Major in Human Resource Management
 - American international University Bangladesh.
 - Graduate in 2015.
 - CGPA: 3.38 out of 4.00
- **Higher School Certificate (HSC)**
 - Business Studies
 - Northern College Bangladesh
 - Passing year 2010
- **Secondary School Certificate (SSC)**
 - Business Studies
 - Alim Uddin High School
 - Passing year 2008

Training & Workshop Summary

- Labor law Bangladesh 2006.
7t1 training Development & Consultant, 2013.

Extra-Curricular Activities

- Attend a seminar on “Social Business” with Dr. Mohammad Yunus, 2013.
- Attend HR Carnival in 2012 & 2013 arranged by AIUB Society For HR
- Volunteer at IEF (India Education Fair) 2016 Organize by Sape Events and Media Pvt. Ltd.

SKILLS

- General HR activities
- Advance presentations skill & MS Office.
- Ability to work independently with minimum supervision
- Working capabilities under pressure and encountering situational challenges.
- Quick learner, Cooperative, Efficient, Determine, honest & punctual.

PERSONAL INFORMATION

Name : Md. Kauser Hossain Rana
Father's Name : Abdus Samad
Mother's Name : Khadiga Begum
Date of Birth : 13-09-1992
Religion : Islam
Nationality : Bangladeshi
Marital Status : Unmarried.
Present & Permanent Address : 159/10-GA, West Shawarapara, Mirpur
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REFERENCE

Dr. Sahin Aktar Sarkar

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