[[1]](#footnote-0)

Resume of

Mohammed Arif Bhunya

 **Contact Details**

Cell: +974-30224304

 E-mail: arifbangla3@gmail.com

##  **Career Objectives:**

To achieve self actualization by shouldering adequate organizational responsibility, willing to explore my all potentialities for the greatest welfare of the organization to which I belong

**Educational Qualification(s):**

1. Secondary School Certificate

**Personal Details:**

Date of Birth : 01th of January 1986

Place of Birth : Feni, Bangladesh

Passport No : EA0673384

**Q. Id No : 28605012637**

Nationality : Bangladeshi by Birth : 01-01-1986

Sex : Male

Religion : Islam (Sunny)

Marital Situation : Married

**Driving License : 28605012637,**

**Job Experience(s)** 

1. **ARC SECURITIES LTD. ( Dhaka Stock Exchange Ltd.)**

**Position: Trade Offcer.**

 Location: khilgaon, Dhaka,Bangladesh

 Duration: **Since 2nd January 2010 to 14st December 2014**

1. **Thani & Noor Trading (WLL)**

 **Position:sales representative**

Location: C.R. No : 55540/3,Muaither Northern Road No : 790. Doha – Qatar.

Duration: **Since 20th May 2015 to 2019**

1. **Talabat Trading**

 **Position:Food delivery**

Location:doha,qatar

Duration: **Since 2019 to still**

**Duties &Responsibilities-**

- Compose Bangla & English typing. Making Bill, Pad, and Assignment, Application, and Excel document, and Internet & Email.

 - Make an accounts statement of Monthly Costing and Income after months.

**Computer Skills:**

* Operating System**:** Windows 98/2000/XP/2007,2008, Application Software: Ms Office Suite, Computer Hardware and internet e-mail Browsing etc.

**Language Proficiency:** 

* **English Hindi , Arabic & Bengali Both Oral, writing fluency.**

**Extra Curricular Activities:**

* Strength : Sincere, hard working, Good Communication skill, Co- operative & Reliable.
* **Can Work under pressure**

I certify that information given in this form is correct

**Mohammed Arif Bhunya**

**Date: 17.03.2023**

1. [↑](#footnote-ref-0)