



# MD. ABDUS SAMAD

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📍 Building No.-61, Zone-71, Street-451, Kharaitiyat, Qatar

## Computer Skills

- Microsoft Office (Word, Excel, Outlook, PowerPoint, Access)
- Google Drive (Docs, Drive, Forms, Sheets)
- Email (Outlook, Gmail, mail merge)
- Adobe Photoshop
- Internet Researching

## Field of Interest

- Power section job
- Construction section job
- HR department job
- Corporate section job

## Co-curricular

### Activities:

- Sports: Cricket, Football, Badminton, & Chess.
- Participate in Cultural activities.

## Language

### Proficiency

- Bengali
- English
- Hindi
- Arabic

## Carrier Objective

To prove myself as a quick learner and highly energetic person to face any challenge in such as organization in the field of Quality In charge, Production In charge, any department.

## Education & Certifications

### ✓ Bachelor of Science in Electrical & Electronic Engineering

- University: University of Information Technology & Sciences
- Result: 3.85 (Out of 4.00)
- Passing year: 2012

### ✓ Higher Secondary Certificate (H.S.C)

- Institute: Nawabganj Govt. Collage
- Result: 4.10 (Out of 5.00)
- Passing year: 2006

### ✓ Dakhil

- Institute: Sankarwati Hefzul Ulum Fayeza Khanam Kamil Madrasha
- Result: 5.00 (Out of 5.00)
- Passing year: 2004

## Necessary skills

- Excellent communication interpersonal and organizational skills.
- Honestly, Friendly, public speaking, leadership & team-building skills.
- Ability to influence & gain communication from others.
- Always put in the best effort to carry through a responsibility assigned.
- Can readily recover from a setback.