



## PROFILE

A dynamic professional with a diverse skill set encompassing roles as an Order Taker and Attendant, Waiter, and Assistant. Proficiently managed customer orders with precision, ensuring prompt service delivery. Delivered exceptional dining experiences through attentive service and order accuracy.

Additionally, provided valuable administrative support, showcasing organizational and multitasking skills. A collaborative team player with a commitment to efficiency and customer satisfaction.

## CONTACT

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+97450043847

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## LANGUAGE AND IT SKILLS

Bengali (Native), English, Arabic, Hindi and Urdu

Microsoft office, Internet Browsing, Email and Fax

## HOBBIES

Playing Soccer, Cricket and Chess

# MD. ROYKHAN GAFOR

## EDUCATION

### Higher Secondary School

2008 - 2010

I am a holder of Higher Secondary School Certificate with a GPA of 3.60 out of 5, demonstrating my strong academic performance and aptitude for the field of study.

### Secondary School

2003 - 2008

A secondary school certificate with a GPA of 4.69 out of 5 is a highly distinguished academic achievement with exceptional performance.

## WORK EXPERIENCE

### Nokia Solutions and networks

#### Sales Representative

January 2011 to November 2012

Sold 5G, IP/Optical, and cloud solutions. Built client relationships, identified opportunities, and exceeded targets through strategic sales and negotiations.

### Ashulia Garments and Textile Factory

#### Receiving Officer

June 2013 to August 2015

Responsible for receiving, inspecting, and verifying incoming shipments against purchase orders. Managed inventory, ensured quality control, and coordinated with suppliers for accurate and timely deliveries.

### G4s Qatar

#### Access Control Operator

November 2015 to till Date

Monitored and controlled access points, ensuring compliance with security protocols and verifying credentials. Responded to security incidents and maintained detailed logs of access activities.

## PROFESSIONAL SKILLS

Welding & fabrication technical educational program from BTEB & NSDA.

Nebosh International General certificate of health and safety.

IOSH managing safely certificate.

Certified IRCA ISO 45001:2018 OHSMS Occupational Health and Safety.

G4S Basic Training Certificate

Traineeship certificate Le Meridien Dhaka under food & beverage service department.