

## CIRCULAM VITAE

### ISTEAK AL RABBIN

Abu Dhabi, Al Falah Street

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### Personal Statement

A recent BSS graduate from Sir Ashutosh Govt. College looking to secure a Graduate Commercial Analyst position or similar to utilize my current analytical skills and knowledge and also help I further develop these skills in a practical and fast-paced environment.

My eventual career goal is to assume responsibility for the analysis and implementation of all working data and actively contribute to the overall success of any places I work for.

### Educational Information

#### BSS (Pass)

Institution : Sir Ashutosh Govt. College  
Department : Bachelor of social science (B.S.S. Honor's)  
University : National University, Bangladesh  
Passing Year : 2018

#### Higher Secondary Certificate

Institution : Sir Ashutosh Govt. College  
Board : Chittagong, Bangladesh  
Department : Business Studies  
Passing Year : 2014

#### Secondary School Certificate

Institution : Shakpura Adarsha High School  
Board : Chittagong, Bangladesh  
Department : Business Studies  
Passing Year : 2012

### Job experience

1. **Grand Emirates Market** Cashier for working present (Abu Dhabi, Muroor Road near bus station)
2. **Sadaf Super Store** Cashier for 2 years (Abu Dhabi, Musaffah, M-40)
3. **Kolkata Bazar shopping center** (Supervisor) for 03 years (Chittagong, Bangladesh)
4. **Biye Bazar shopping center** (Supervisor) for 04 years (Chittagong, Bangladesh)

## Computer Skill

### Computer Office Application

- ❖ MS Word, MS Excel, MS Access
- ❖ Internet, Web Browsing & Mailing etc.
- ❖ I have been 6 years experiences of "Barcode Software-Billing Master Pos".

## Valid UAE Driving License

- ❖ License No : 2864966
- ❖ Vehicle Permit : Light Vehicle
- ❖ Date of Issue : 09.02.2023
- ❖ Date of Expiry : 08.02.2025

## Personal Strength / skills

- ❖ Self –confident sincerity, hard work, punctuality.
- ❖ Responsibility in duty.
- ❖ Honest, dedicated & good communicator
- ❖ Flexible & willing to learn more.
- ❖ Obedient and hardworking nature.
- ❖ Well, I interaction and communication skills
- ❖ Supervision of structural finishing works.
- ❖ Reporting to higher authority.
- ❖ Work well with others at various levels.

## Personal Information

Name	:	Isteak Al Rabbin
Present Address	:	Abu Dhabi, Al Falah Street
Date of Birth	:	5th December 1996
Nationality	:	Bangladeshi
Visa Status	:	Own Visa
Visa Expiry Date	:	28/11/2023
Passport no	:	BQ0309522
Expiry Date	:	13/11/2032
Religion	:	Islam
Marital Status	:	Married
Sex	:	Male
Language	:	Arabic, English, Hindi & Bengali.

I do hereby declare that, all information here is true to my knowledge. If required and where applicable, this document can be supported by appropriate.



Signature

