

## Curriculum Vitae in Brief

**Mohammed Shah Nazmul Huda Chowdhury**

Mailing Address :

Ahammed Ullah Munshi Bari

Choto Kamal Dah, Mirsarai,

Chittagong-4311, Bangladesh

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### **Career Object:**

To serve in a renowned organization with honor and dignity so that I can utilize my knowledge and experiences to improve that organization as well as my career. Actually I am witty, excellent conversationalist and love long walk on beach.

### **Career Summary:**

I served in several companies and Organization in different posts for which I had to maintain- Administration, Human Resources, Marketing, Tourism, Recruitment, EXPORT IMPORT, Journalism & Mass Communication and Computer Skills.

### **Employment History:**

#### **1. Certified Translator ( September 24, 2016 - Continuing)**

**One Hour Translation**

**Day Translation**

**CBG (Shanghai) Co. Ltd**

Company Locations : USA and China

Department: Translation

**Duties/Responsibilities:**

Online Ad Wards/General/Web/Software/Telecom Translation, Voice-over, Transcription, Interpretation, Subtitling English vs Bengali, Local Language.

#### **2. General Manager ( December 1, 2014 - December 31, 2019)**

**SKY TECH**

Company Location :*Mariyam Bashir Market, Riazuddin Bazar, Chittagong-4000, Bangladesh.*

**Department:** Administrative

**Duties/Responsibilities:**

Filling, Drafting, Quotation, Team Monitoring, Supply Chain and Development

#### **3. Consultant ( October 1, 2014 - December 31, 2019)**

**Nazmul Zahan Trade and Computers.**

Company Location : *Mariyam Bashir Market, Riazuddin Bazar, Chittagong-4000, Bangladesh.*

Department : Tours-Travels, Printing and Loan Consultation.

**Duties/Responsibilities:** , English vs Bengali Translation, Tours and Travels, Making Business Profile, Catalogue, All kinds of Printing and Design.

#### **4. Manager Sales and Branding ( July 01, 2009- September 15, 2014)**

**SHAH FOOD**

Company Location : Ward No-2, Baraiyarhat Pourashava, Mirsarai, Chittagong, Bangladesh

Department : Marketing.

**Duties /Responsibilities :**

Marketing, Branding, Development, Team Management, Payment Collection.

5. **General Manager (August 01, 2008- May 01, 2009)**

M/S. T. N. Motors

Company Location : Bhaberbazar, Charmatha, Bogra, Bangladesh.

Department : Sales and Marketing.

**Duties /Responsibilities :**

Selling Vehicles in Cash and Credit, Installment Collection, Payment, Overall look after of the Company

6. **General Manager (January 1, 2006 - May 1, 2008)**

M/S. Maa Motors

Company Location : Islambag, Sreemongal Road, Moulvi Bazar. Bangladesh

Department: Sales and Marketing

**Duties/Responsibilities:**

Selling Vehicles in Cash and Credit, Installment Collection, Payment, Overall look after of the Company.

**General Manager ( January 01, 2001- December 31, 2005)**

7.

M/S. Shah Motors

Company Location : Sreemongol Road, Moulvi Bazar, Bangladesh.

Department: Sales and Marketing

**Duties/Responsibilities:**

Selling Vehicles in Cash and Credit, Installment Collection, Payment, Overall look after of the Company.

8. **Ship Inspector ( October 01, 1999 - November 30, 2000)**

A.B.C. Shipping Co.

Company Location : Mumbai Port, Mumbai, India.

Department: Administrative Branch

**Duties/Responsibilities:**

Responsible for inspecting and reporting about barges and ships either they are fit for further movement or not, all necessary equipment are available or not at the time of sail out and on arrival and other admin works vested upon me.

9. **Salesman and Trainee ( September 15, 1998 - Sep 30, 1999)**

Computer Tech

Company Location : Parthna Samaj, Mumbai, India

Department: Computer Hardware/Networking/Training

**Duties/Responsibilities:**

Responsible for installation of Hardware, Software, sales and servicing.

10. **Corporal ( February 26, 1992 to June 05, 1998 and January 05, 2000 - Mar 25, 2020)**  
**Under Clearance**

**Bangladesh Air Force**

Company Location : BAF Base Zahur and Bashar

Department: Administrative Branch

**Duties/Responsibilities:**

Secretarial Jobs and implementing superior command, all Official laws and orders etc.

**Academic Qualification :**

Name of Exam	Name of Institution	Board/ Platform	Result
<b>Micro Masters Leadership in Global Development</b>	The University of Queensland, Australia	UQx	Passed
Capstone Assessment: Leadership in Global Development Micro Masters	The University of Queensland, Australia	UQx	Passed
Critical Development Perspective ( <a href="#">Leadership in Global Development Micro Masters</a> )	The University of Queensland, Australia	UQx	Passed
Adaptive Leadership in Development ( <a href="#">Leadership in Global Development Micro Masters</a> )	The University of Queensland, Australia	UQx	Passed
<b>The Science and Practice of Sustainable Development</b> ( <a href="#">Leadership in Global Development Micro Masters</a> )	The University of Queensland, Australia	UQx	Passed
<b>Leaders in Global Development</b> ( <a href="#">Leadership in Global Development Micro Masters</a> )	The University of Queensland, Australia	UQx	Passed
<b>Introduction to Marketing</b> ( <a href="#">Business Fundamentals Micro Masters</a> )	The University of British Columbia, Canada	UBCx	Passed
<b>Unlocking Your Employability</b>	The University of Queensland, Australia	UQx	Passed
<b>Rights1x Human Rights</b>	Amnesty International, United Kingdom	Amnesty InternationalX	Passed
<b>Government Certified Surveyor</b>	Moynamoti Land Survey & Training Institute	Bangladesh Technical Education Board	A <sup>+</sup>
<b>Diploma in Commerce</b>	Bangladesh Air Force	Bangladesh Technical Education Board	Passed
<b>Higher Secondary Certificate (H.S.C)</b> (Humanities)	Chittagong College	Comilla Board	2nd Division
<b>Secondary School Certificate (S.S.C)</b> (Humanities)	Bhujpur Model High School	Comilla Board	2 <sup>nd</sup> Division

**Other Training Qualification :**

- 1) Basic Clerk General Training : **Bangladesh Air Force**  
2) Computer : **Hardware & Software**  
3) Program Known : i) Microsoft Word, ii) Microsoft Excel, iii) Microsoft PowerPoint, iv) Adobe Photoshop, v) Adobe Illustrator, vi) Corel Draw Graphic Suit, vii) Visual Basic, viii) MS Access, ix) Internet, x) Eudora, xi) Outlook Express, xii) Flash, xiii) Micro Media Animator Designer, xiv) Audio-Video Editing. xv) Tally (Accounting), xvi) Acrobat Reader, xvii) PageMaker, xviii) Webpage Design, xix) Internet Research, xx) Data Entry, xxi) Data Scrapping, xxii) Spreadsheet, xxiii) Search Engine Optimistic, xxiv) Software Trouble Shooting, xxv) Assembling Hardware, xxvi) Installation of any Software etc.

**Specialization :**

Administration, Human Resources, Consultancy, Marketing, Tourism, Recruitment, Export- Import, Journalism & Mass Communication, Computer Skilled.

**Language Proficiency :**

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High
Hindi	Low	Low	High

**Practical Experiences :**

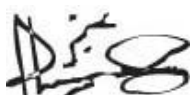
- i) Having good experience in filling, drafting, and writing all types of correspondence, Deed, MOU, Land Document, Air Ticket and Hotel Booking, Consultation on Visa, Law and Human Rights Affairs, Recruitment etc.
- ii) Having good capacity to deal with all officers and staves of any organization.
- iii) Having vast experience on Commercial Vehicles, Engine, Chasses and Marketing all types of Vehicles and goods in Cash and Credit, Body Building, Export, Import and Indent etc.
- iv) Having good proficiency in Bengali and English (in both speaking and writing) and talking in Hind fluently.
- v) Having Experience in Business Management.
- vi) Having practical experience as arbitrator on human rights violation and social crime.
- vii) Typing speed English- 100-120w/m and Bengali 60-80 w/m.

**Extra Curriculum Activities :**

- i) Journalist, Columnist since 2007
- ii) Acting Editor- **“GOYENDA RAHASHWA”** (A Weekly Newspaper)
- iii) President Chittagong District- Trust of Human Rights Bangladesh (THRB)
- iv) International Member- AMNESTY INTERNATIONAL
- v) Volunteer Fundraiser- Amnesty International Australia
- vi) Ex-Executive Editor- AMADER BIKROMPUR (A Weekly Newspaper)

**Personal Details :**

01. Father's Name : Mohammed Shah Shamsul Huda Chowdhury
02. Mother's Name : Mrs. Chakhina Khatun.
03. Permanent Address : C/O- Ahammed Ullah Munshi Bari  
Vill- Choto Kamal Dah  
P.O- Komol Doho-4311  
P.S- Mirsarai  
Dist- Chitttagong, Bangladesh
04. Skype ID : Nazmul.chowdhury777
05. National ID Number : 1515 389 707 997
06. Passport No. : BY 0928092
07. Date of Birth : 10<sup>th</sup> May 1975
08. Marital Status : Married
09. Religion : Islam
10. Nationality : Bangladeshi by Birth



MOHAMMED SHAH NAZMUL HUDA CHOWDHURY

Dated : 24/05/2021