

Resume
of
MIRAJUR RAHMAN

Graphics Designer
BSc in CSE, Diploma in CSE



CONTACT DETAILS

- +8801932 786233
- mirajurrahmanlucky@gmail.com
- <https://www.behance.net/mirajurrahman>
- <https://www.linkedin.com/in/mirajur-rahman-96309aa6/>
- House- 31/C, Jashim Uddin Road, Motijheel, Dhaka-1000.

GOAL

Intend to work in a challenging and highly competitive environment in a reputed organization where strong sense of honesty, accountability, punctuality and multi-tasking ability as required by the top management. I am looking for a good position in **IT Department** to utilize my experience, skill and Graphic & IT knowledge for the improvement of the organization as well as myself.

KEY ROLL OF EXPERIENCE

- | | |
|--|--|
| <ul style="list-style-type: none">Graphics Design
(High experience using Adobe Illustrator, Adobe Photoshop & Adobe In Design)Video Editing.
(Basic Adobe After Effects, Adobe Premiere Pro Filmora & Canva.ERP Maintenance.
(Easy ERP, Dream Apps, Tally & Oracle) | <ul style="list-style-type: none">MS OfficeNetworking Support.Hardware & Software Maintenance.Content Creator.Creative Designer.Website Development.Event Management. |
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TOTAL EXPERIENCE 4 Years, 8 months+

WORK EXPERIENCE - 1

January 2022 to Continuing...	Graphic Designer
1 years 3 Months +	BRAC BRAC Center, 75 Mohakhali, Dhaka, Bangladesh BRAC Program: <ul style="list-style-type: none">BRAC Service Limited.<ul style="list-style-type: none">➤ BRAC Centre Inn➤ BCDM Rajendrapur➤ BCDM Savar

RESPONSIBILITIES

- Working on Photoshop, Illustrator, Adobe IN Design, Adobe After Effect & Adobe Primer Pro.
 - Logo design, leaflet, poster, banner, Facebook Cover, Company Profile etc.
 - Event Management for Fair Banner Design.
 - Promotional Video Editing: Primer Pro, Fillmore & Basic After Effect.
 - Basic Website Design & Development.
 - Develop Company Facebook Page & LinkedIn Page.
 - Menu Card Design, Event Design, Offer Design & Package Design.
 - Analyse IT equipment, consumables and other supplies stocks Maintenance.
 - **Networking Support:** Configuration of routers, switch hubs, access point units & Troubleshooting, LAN, WAN, Routing and Caballing.
 - New hardware selection, installation and maintenance.
 - Corporate E-mail set-up, troubleshooting and talking back-ups of e-mails & Server Maintenance.
 - Replacing computer parts as required and IP Phone, Finger Vein Device Maintenance.
 - Software licenses, computer specifications and peripherals.
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WORK EXPERIENCE - 2

January 2019 to January 2021	Graphic Designer & IT Executive
2 years, 9 months +	A & I Group Banani, Dhaka. Sister Concern: <ol style="list-style-type: none"> 1. Hotel Agrabad 2. Bangladesh International Hotel Association (BIHA) 3. Tourism International 4. Genetica Industries Ltd.

RESPONSIBILITIES

- Working on Photoshop, Illustrator, and Adobe IN Design.
 - Logo design, leaflet, poster, banner, Facebook Cover, Company Profile etc.
 - Event Management for Fair Banner Design.
 - Promotional Video Editing: Primer Pro, Fillmore & Basic After Effect.
 - Yearly Calendar Design & Products Manue Card, Book Cover Design etc.
 - Monthly Newspaper Visualizer and print.
 - Daily News Paper Update in online edition: <https://thetourisminternational.com/>
 - BIHA Website Maintenance: <https://bihabd.com/>
 - ERP Software Maintenance.
 - Analyse IT equipment, consumables and other supplies stocks Maintenance.
 - **Networking Support:** Configuration of routers, switch hubs, access point units & Troubleshooting, LAN, WAN, Routing and Caballing.
 - New hardware selection, installation and maintenance.
 - Corporate E-mail set-up, troubleshooting and talking back-ups of e-mails & Server Maintenance.
 - Replacing computer parts as required and IP Phone, Finger Vein Device Maintenance.
 - Software licenses, computer specifications and peripherals.
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WORK EXPERIENCE - 3

January 2018 to December 2018
1 year

Jr. Designer
Hotel Zakaria
Hotel

RESPONSIBILITIES

- Working on Photoshop, Illustrator, and Adobe IN Design.
- Logo design, leaflet, poster, banner, Facebook Cover, Company Profile etc.
- Event Management for Fair Banner Design.
- Promotional Video Editing: Primer Pro, Fillmore & Basic After Effect.
- Yearly Calendar Design & Products Manue Card, Book Cover Design etc.



ACADEMIC QUALIFICATION

Name of Degree	Major/Group	Board/University	Passing Year	Result (Grade)
Bachelor of Science (BSc)	CSE	Sonargaon University	2023	Appeared
Diploma	CSE	BTEB, Dhaka	2015	3.09 out of 4
Secondary School Certificate (SSC)	Science	Madrasah Board, Dhaka	2010	4.63 out of 5



IT & TECHNICAL SKILLS

OS:	Windows 7, 8.1, 10 & 11, Windows Server 2012, 2016 & R2.
MS Office:	Advanced working proficiency on MS Word, MS Excel and MS PowerPoint.
Hardware & Networking:	Assemble & troubleshoot computer, design, deploy, monitoring and managing network. TCP/IP networking and hardware maintenance.
Virtualization:	VMware Workstation, Windows Server Hyper-V, Virtual Box. Server, DHCP, Proxy Server (Squid), Virtual Hosts, SMTP Server and LDAP Server.



PROFESSIONAL DEVELOPMENT & TRAINING

Training Title	Topic Covered	Institute	Duration
Business process outsourcing (BPO)	Back office operations, Front office operations, Inbound & Outbound Call Center Support	FIFO-Tech	2 months
Graphics Design	Illustrator, Photoshop, Logo, Leaflet & Banner Design	NYTC	1 year
Training on 'MS Office' Program	MS Word, Excel and Power Point	NYTC	3 months
Tally/ERP-9	Recording books of accounts in Tally/ERP	GIL	7 days
Training on 'Hardware & Networking'	Assemble & troubleshoot computer. Design, Deploy, Monitoring and Managing Network.	USS	3 months



LANGUAGE SKILLS

• Bengali	Native
• English	Professional working proficiency.



PERSONAL INFORMATION

Father's Name	: Let. Md. Mojibur Rahman
Mother's Name	: Saleha Begum
Date of Birth	: 19 th November 1995
Nationality	: Bangladeshi
Religion	: Islam (Sunni)
Marital Status	: Married
Blood Group	: A+ (ve)
Passport Number	: EE0970465
NID Number	: 6406083656
Permanent Address	: Nurbag Jama Masjid Road, Nurbag, Kutobpur, Fatulla, Narayanganj.



REFERENCE

Md. Mamun Talukder Bartender InterContinental Hotels Group Cell: 01305257791 E-mail: mamuntalukder50@yahoo.com	Anik Rahman Asst. Manager - Sales & Marketing BRAC Service Limited Cell: +8801787680858 E-mail: anik.r@brac.net
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DECLARATION

I, undersigned, certify that to the best of my knowledge and belief this *resume* correctly describes my qualifications and me. Any wilful misstatement describe herein may lead to my disqualification or dismissal, if employed.

April 01, 2023

Mirajur Rahman

Signature with Date

MY DESIGN SKILLS

Keep on Sharing
Favourite Holiday Moments
with your *Mom*

Deadline Extended Till 18th May, 2023 | 11:59PM

Share Your Favourite
Holiday Moment with your
Mother

Let's Celebrate
Hardwork, Dedication & Commitment
HAPPY INTERNATIONAL WORKERS' DAY

BRAC Services Ltd.
BCDM Rajendrapur • BCDM Savar • BCDM Centre Inn

indulge
SPA & SALON

30% OFF
ON ALL ITEMS

*Limited time offer

Spa and wellness

Dry massage	Therapeutic massage	Oil massage	Spa treatments
Back neck shoulder massage Foot reflexology massage Head & scalp massage Traditional Thai massage	Hot stone massage Thai herbal compress	Aromatherapy massage Hot oil massage Swedish massage	Body treatment Package treatments Indulge signature massage Pedicure and manicure

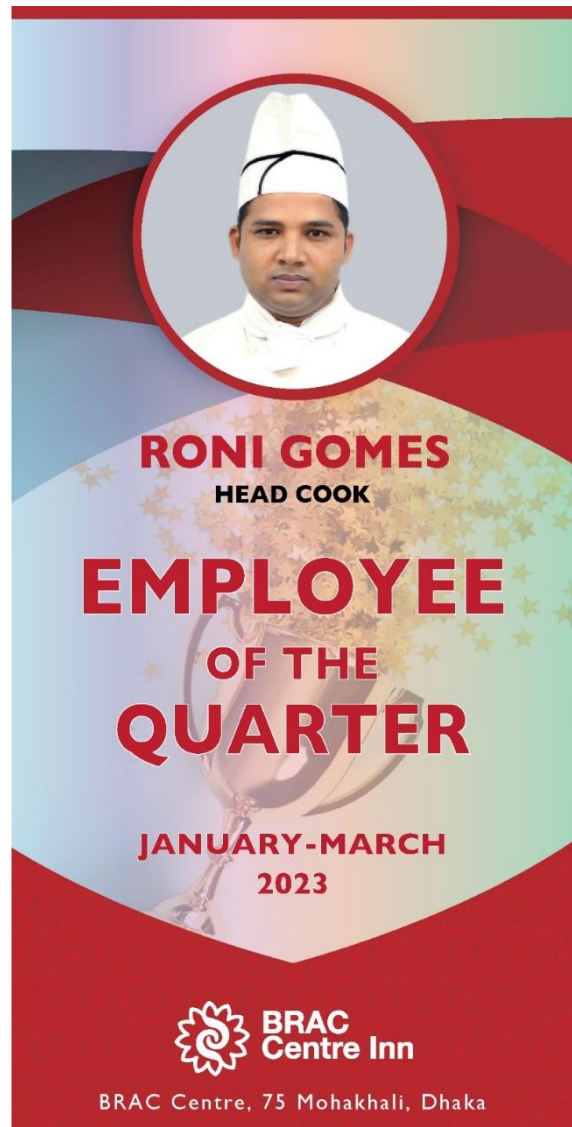
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Eid Bonanza

Getaway this EID with your friends
at **BRAC CDM**
BDT 12000 NET
per night

*Get BDT 1000 Discount with selected payment partners.

MY DESIGN SKILLS



MY DESIGN SKILLS

Work for Hotel Agrabad



HOTEL AGRABAD

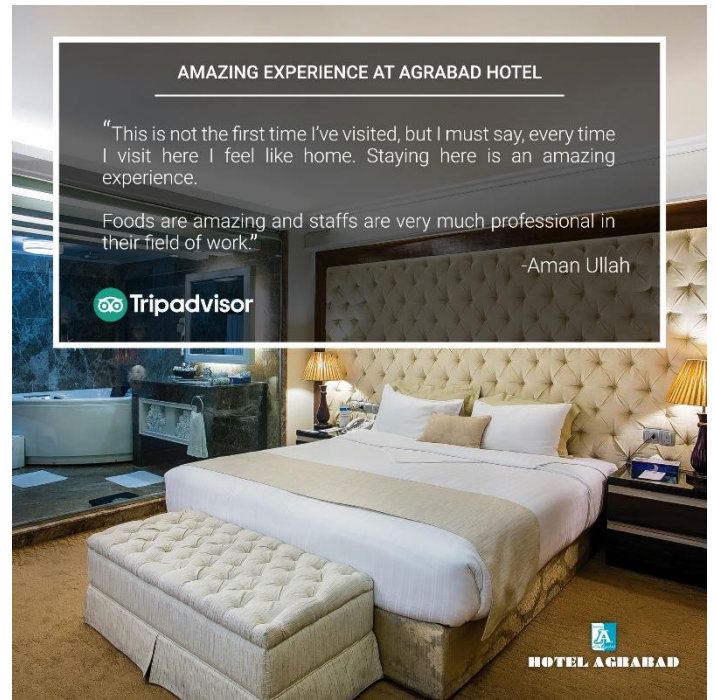
Experience the temptation of Christmas

X-MAS SPECIAL MENU
25th December, 2022

POOLSIDE B.B.Q WITH LIVE MUSIC
24 - 25 December, 2022

For Details, please call
01755 513841, 01766 665204

*T & C Apply



AMAZING EXPERIENCE AT AGRABAD HOTEL

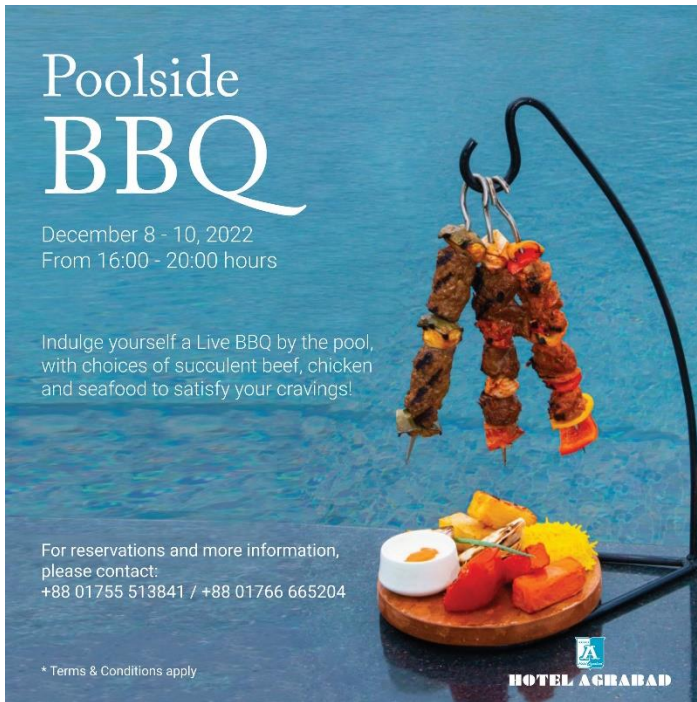
"This is not the first time I've visited, but I must say, every time I visit here I feel like home. Staying here is an amazing experience.

Foods are amazing and staffs are very much professional in their field of work."

-Aman Ullah

Tripadvisor

HOTEL AGRABAD



Poolside BBQ

December 8 - 10, 2022
From 16:00 - 20:00 hours

Indulge yourself a Live BBQ by the pool, with choices of succulent beef, chicken and seafood to satisfy your cravings!

For reservations and more information, please contact:
+88 01755 513841 / +88 01766 665204

* Terms & Conditions apply

HOTEL AGRABAD



Keep COOL & SWIM

BDT. ~~1,500~~ 1,000 only

For details, please call:
+88 01766 665207

HOTEL AGRABAD
www.agrabadhotel.com

MY DESIGN SKILLS

Work for BIHA



BIHA

Bangladesh International Hotel Association

Iftar Mahfil

Chief Guest

Mr. R. A. M Obaidul Muktadir Chowdhury, MP

Honorable Chairman, Standing Committee on Ministry of Civil Aviation & Tourism
Bangladesh Parliament.

Venue:



Date: 15th April 2023

