

SUMAIYA SHIMU

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CAREER OBJECTIVE

To work with dedication, efficiency, and creativity by applying modern business and technological knowledge. Quick learner with the ability to adapt to new environments. Team-oriented, organized, and capable of working under pressure!

SKILL

- Fundamental knowledge of Accounting, Finance, Marketing, and Management
- Strong communication and presentation skills
- Proficient in MS Word, MS Excel, and PowerPoint

LANGUAGE EXPERTISE:

Reading, writing, and speaking in Bengali & English.



EDUCATION

• **Bachelor Of Business Administration**

University of Asia Pacific, Dhaka.

2023- on going

• **Higher Secondary Certificate**

Khondokar Mosharof Hossen College, Kotchandpur,

Group : Science

Result : GPA 5.00

Passing Year : 2020

• **Secondary School Certificate**

Kotchandpur Secondary Girls School, Kotchandpur,

Group : Science

Result : GPA 4.83

Passing Year : 2018