

# Md Shahinur Alam

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## Experience

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NOVEMBER 2021 – JULY 2022

### **Sales and Business Development Officer | Asa'il Barzaman Limited Partnership | Sultanate of Oman**

- Worked as a full-time Sales and Business Development Officer
- Business Development: Identified new business opportunities and executed strategies to expand the customer base.
- Sales Management: Led the sales process, from prospecting to closing deals, achieving revenue targets.
- Client Relations: Maintained strong client relationships, ensuring satisfaction and repeat business.
- Product Knowledge: Provided in-depth product and service knowledge to clients to tailor solutions to their needs.
- Collaboration: Coordinated with internal teams to align business and sales initiatives.

JUNE 2018 – JULY 2021

### **Assistant Manager in Business Development | Tasmi Construction | Dhaka, Bangladesh**

- Worked as a full-time Assistant Manager in Business Development
- Developing business inception plan
- Working on operational planning
- Preparing short and long-term sales forecasts
- Working on marketing plans & strategies
- Arranging business meetings with prospective clients
- Developing quotations and proposals
- Maintaining a strong relationship with regulatory bodies
- Making regular field visits, and many more.

## Education

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2023 - 2025	<b>Master of Social Science</b> Major in Economics University of Copenhagen, Copenhagen, Denmark
2016 - 2017	<b>Master of Social Science</b> Major in Economics University of Dhaka, Dhaka, Bangladesh
2012 - 2016	<b>Bachelor of Social Science</b> Major in Economics University of Dhaka, Dhaka, Bangladesh
2010 - 2012	<b>Higher Secondary Certificate</b> Major in Humanities Shaheed Police Smrity College, Dhaka, Bangladesh

## **Skills**

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### **Computer Skills**

- ★ Windows OS, Linux OS
- ★ MS Office, LibreOffice, G-suite
- ★ Adobe Photoshop, Adobe Illustrator
- ★ Zoom, Microsoft Teams, Google Meet
- ★ Online Content Creation
- ★ Social Media Management
- ★ Website Management
- ★ MS Power BI

### **Language Skills:**

Bangla (Native) | English (Bilingual) | Hindi & Urdu (Intermediate) | Spanish (Basic, Learning)

### **Communication and Interpersonal Skills:**

- Able to express myself and make my decision as well as opinion clear
- Able to make people understand easily and can cooperatively work as well
- Fluent in Bangla and English in terms of writing and speaking
- Fluent in Hindi, Urdu in terms of speaking
- Good at public speaking and presentation
- Able to teach & train an individual or group of people
- Have sound understanding of financial planning and business development
- Able to adapt in any situation and environment
- Able to lead people and projects with passion and enthusiasm

## **Personal Details**

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Hobbies and Interests : Reading personal development & financial books, learning languages, gaming, playing chess, and badminton

*[References are available upon request]*