**Rahat azim shaun**

Prospekt Oktyabrya, House 57, Flat 60

Ufa 450058, Bashkortostan, russia

Mobile: +79373337317 • Email: rahat.azim.shaun@mail.ru

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| **Personal Profile** | Father’s Name   : Saiful AzimMother’s Name : Shaheda AkhterDate of Birth       : 30th December 1985Religion                : IslamSex                        : MaleBlood group         : O+ ve |
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| **Career Objective** | To contribute to an organization where I can integrate my knowledge and skills to add value to the organization and explore my potentials. |
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| **Experience** | **01st October 2018****English Teacher****Studio Slova, Ufa**Working as English teacher for the kids, teenage and adult group.Grammar practiceSpeaking practiceWriting practice**01st March 2017 to april 2018****English Teacher****English Boom, Ufa**Working as English teacher for the child, teenage and adult group.Grammar practiceSpeaking practiceWriting practice**01st September 2017 to February****Rohingya Translator & Fixer (English)**Human Rights watch, Amnesty International, Channel 4 UK & Aljazeera English Worked as Rohingya to English translator in the recent Myanmar Rohingya Crisis. Made a report and translated video and audio to English.**27th July 2016 to 27th July 2017****Front office Supervisor****Royal Tulip Sea Pearl Beach Resort, Cox’s Bazar*** Working as Front Office Supervisor.
* Handling guest complaints and supervising the front office.
* Organizing programs and events.

**1st December 2014 to 25th July 2016****Reservation & Event Coordinator****Sayeman Beach Resort, Cox’s Bazar*** Working as a reservation & Event Coordinator.
* Handling corporate deals and making contracts.
* Manage OTA reservation control panel
* Organizing programs and events.
* Synchronizing corporate wants and demands with Sayeman property.

**1st September 2011 to 30th September 2014****Event Coordinator****Jatrik Travels & Events*** My duties were to arrange corporate events at Radisson Blu and British Council Bangladesh.
* Conduct corporate groups and manage and organize room division and corporate programs.
* Organized many seminars and conferences.
* Coordinate Life Unending Program at Radisson on 100 Years Birth Anniversary of Rabindra Nath Tagore.
* Coordinator of Hay Festival Dhaka (British Council Bangladesh) 2012.
* Coordinate Tiger Run Marathon at Sundarban Powered By Bangladesh Forest Ministry and United Nation.

**1st January 2010 to 30th August 2011****Program Coordinator****SAFE (Safety Assistance For Emergencies)*** Organized safety training at school/college/university.
* Conduct First Aid training to the volunteers of SAFE, safety community volunteers and MSF Holland nurses.
* Organized many seminars on Safety and disaster.
* Worked as team leader at SIDR emergency medical team at Barguna, patharghata, Barishal.
* Worked as a Business Development Officer at a Workplace improvement project of Better Business & SAFE.

**1st April 2008 to 30th August 2010****Interpreter & Consultant****International Organization for Migration (IOM)*** Interpret Culture Orientation training for the Myanmar refugees of IOM Third country resettle program (CANADA, New Zealand, Australia and USA)
* Worked at Zia International Airport on Libya Crisis.

**1st June 2005 to 30th March 2008****Program Officer** **SAFE (Safety Assistance for Emergencies)*** Organized safety trainings at school/college/university.
* Conduct First Aid trainings to the volunteers of SAFE, safety community volunteers and MSF Holland nurses.
* Organized many seminars on Safety and disaster.
* Worked as team leader at SIDR emergency medical team at Barguna, patharghata, Barishal.
* Worked as a Business Development Officer at a Workplace improvement project of Better Business & SAFE.

**Bangladesh Red Crescent Society*** Worked as a training chief at Red Crescent Society Cox’s Bazar unit from 2001 to 2005.
* Worked as a First Aid trainer with Red Crescent Society, Cyclone Preparedness Program (BDRCS).
* Organized training at many school & College, participate at many relief distributions at refugee camp and makeshift camp (Teknaf).
* Worked as an interpreter of many foreign delegates.
* Participate in many National, Regional and Local camp of BDRCS in many district. Participate in Ejtema 2007-08, Pohela boishakh, as a First Aider with SAFE medical team and Challenge of the longest Beach 2007 (organized by Activate Bangladesh) and many.
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| **Education** | **2017**            **Russian Language**           **Bashkir State University** * **Russian Language**

Maj**2011**            **BBA**           **Darul Ihsan University, Dhaka** * **Bachelor in Business Administration**

Major in HRM (Human Resource Management)CGPA 3.50 on scale 4 **2004**            **HSC**           **Cox’s Bazar Government College** * **Higher Secondary Certificate**

Business StudiesGPA 3.40 on scale 5**2001**            **SSC**           **Cox’s Bazar Pre Cadet Model High School** * **Secondary School Certificate**

Business StudiesGPA 3.38 on scale 5 |
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| **Skills and Achievements** | **Achievements:*** German language certificate on April 2014.
* Advance Security In The Field (ASIF) training of United Nations. August 2010
* Basic Security In The Field (BITF) training of the United Nations. August 2010
* Selling skill & Marketing organized by Future Leader on 08th June 2008.
* Product Development training organized by Future Leader on 15-16th March.
* First Aid & Basic Training by Bangladesh Red Crescent Society (BDRCS) on 1998, 2001
* First Aid & Safer Access organized by BDRCS & ICRC. 2004
* TOT on First Aid organized by BDRCS.
* Search and Rescue training organized by BDRCS & ICRC 2004, 2006
* Japan Friendship project training.
* Cyclone Preparedness Program training organized by CPP, BDRCS.
* Training on earthquake 2005**Skills: Computer**
* Microsoft Word, Microsoft Excel, Power point, Internet Browsing & Email, hardware troubleshooting, computer networking, Adobe Photoshop & Adobe Illustrator

**Language*** Have good command over both verbal and writing skills on Bengali, English & German Language.
* Certified German examination from Goethe Institute, Dhaka, Bangladesh.
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| **Interests** | Reading Books, Enjoying Music, Traveling & Explore new places and things. |
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| **References** | **Moshihur R. Khandker**Chief ExecutiveSafety Assistance For Emergencies **Address:** 6D Hometown Apartment87 Bangla Motor, Dhaka**Tel:** +8801552405043**Email:** kmoshiur@gmail.com**Arman Ul Azim**Vice President One bank LimitedCox’s Bazar **Address:** Cox’s Bazar**Tel:** +8801711574221**Afroze Shamima**HR HeadInternational Organization for Migration (IOM) -MRF Dhaka**Address:** House 13A, Rd no 136Gulshan-1, Dhaka 1212Bangladesh**Tel:** 880-2-8814604, 8817699 |

I hereby declare that all the information stated above is true and correct.

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*Rahat Azim Shaun.*