

Nusrat Jahan Nisat

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CAREER SUMMARY

Economics graduate from the University of Dhaka, possessing a solid understanding of core economic concepts gained through academic coursework. Has basic computer literacy, including Microsoft Word, Excel, and PowerPoint, and introductory familiarity with STATA. Able to follow structured instructions, prepare written documents, and support routine tasks with accuracy. Currently seeking an entry-level opportunity to gain practical experience and professional skills.

PERSONAL INFORMATION

Father's Name : Md. Nasir Uddin
Mother's Name : Rabeya Akter
Date of Birth : 26 December, 2001
Present Address : House no: 384/1/B, Alamin Road, Section: 01, South Paikpara, Mirpur
Permanent Address : Mahatpur, Kaliganj-9440, Satkhira.
NID : 3314971767
Religion : Islam
Marital Status : Married
Nationality : Bangladeshi

EDUCATIONAL QUALIFICATION

Name of exam	Concentration	Institution	Result	Passing Year
BSS (Hons.)	Economics	University of Dhaka	CGPA 2.86 out of 4.00	2023
HSC	Humanities	Holy Cross College	GPA 5.00 out of 5.00	2019
SSC	Humanities	S.K. Government Girls' High School, Manikganj	GPA 5.00 out of 5.00	2017

EXPERIENCE

- Worked successfully as a data enumerator for primary data collection and allocation for a research paper in Dhaka and Gazipur under Bangladesh Institute of Governance & Management (BIGM).
- Has prior experience in collecting primary data as my Honors 4th year monograph required primary data.

ACADEMIC PROJECTS

- Completed academic projects for BSS, University of Dhaka
- 4th-year Monograph: Reviewed literature, applied economic concepts, and prepared a structured report.
- 3rd-year Team Project: Collaborated with peers on literature review, data compilation, and joint report preparation.

CORE SKILLS & COMPETENCIES

- Strong understanding of economic concepts and theories.
- Ability to follow structured instructions and complete academic tasks.
- Basic quantitative reasoning and numerical interpretation.
- Competent in preparing professional documents and reports.
- Teamwork and collaboration experience working with peers in academic assignments.
- Familiarity with data entry and basic statistical tools.

TECHNICAL PROFICIENCY

- Microsoft Office Suite: Word (document preparation), Excel (basic data entry and formulas), PowerPoint (presentation creation)
- Statistical Software: Basic familiarity with STATA.
- Computer Literacy: Internet Research, Email communication, File Management.

EXTRA-CURRICULAR ACTIVITIES

- Member of the Economics Study Center and Cultural Club; attended seminars and academic discussion sessions on economics.
- Volunteered in local community events, assisting in organizational and support tasks.
- Participated in workshops and awareness campaigns organized by students and community groups.

LANGUAGE PROFICIENCY

- **Bengali:** Native
- **English:** Proficient

REFERENCE

Dr. Muhammad Shahadat Hossain Siddiquee

Professor, Department of Economics,
University of Dhaka
Email: shahadat.siddiquee@du.ac.bd
Mobile: 01719397749

DECLARATION

I hereby declare that the information provided is true and accurate to the best of my knowledge. I take full responsibility for its authenticity.

Signature: Nusrat Jahan Nisat