MD Tamjidur Rahman

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# Personal Profile

* An enthusiastic, well presented, organized and friendly individual who works in a professional, polite and helpful manner. Motivated to provide excellent customer service. Highly focused and able to prioritize and complete multiple tasks simultaneously. Able to use own initiative as well as work well in a team. Detail-oriented and resourceful in completing projects. I have learnt a great deal in the use of Microsoft office during my time at university. During my time at university, I have had to problem solve many times in order to get the results I want especially in my final year project which involved starting the project over and over. I have a major interest in technology from computers to cars to planes and work on learning about these interests in my spare time. I have a proven aptitude for skills which and have made several notable achievements in my studies and extra-curricular activities which would make me an excellent asset to any organization.

## University of Hertforshire - september 2017 - AUGUST 2021

* Degree: Aerospace engineering

## Chadwell heath academy A-levels - a-e – september 2015 – july 2017

* Mathematics
* Chemistry
* Physics

## CHADWELL HEATH ACADEMY GCsEs - a\*-c – september 2013 – july 2015

* Mathematics
* Double science
* English Language
* Geography
* IT Skills
* Business Studies

# Skills & Abilities

* Excellent organizational skills
* Trustworthy
* Excellent Communication skills
* Excellent IT Skills; Microsoft Office: Word, Excel, PowerPoint
* Ability to complete repetitive tasks, efficiently and accurately
* Detail orientated
* Highly adaptable and fast learner
* Great telecommunication skills
* Java script coding
* Cad and FEA skills

## interests

* Car tunning
* Computer building
* Innovating technology
* Watching reviews about cars
* Gym
* Football
* Coding
* I am currently pursuing a computer science career path on Codecademy

## Communication

* Have delivered many big presentations during my course at university to large crowds.
* Have had to speak to customers during my time at Boots especially on the tills this had to be to the highest customer satisfaction to not receive a bad review.
* Have had to call up people from my time at SITEL on behalf of the NHS which has had to be in a very suitable tone to provide the person information.

## Leadership

* I was project manager for my second year at university.
* Had the responsibilities of leading the tills at boots especially during cashing up.

# Experience

## Customer advisor | Boots | Dates From may 2018 – febuary 2021

* Stock replenishment
* Stock rotation - ensuring the stock with the earliest date is always at the front
* Ensuring high levels of customer satisfaction through excellent sales service
* Maintain good body language
* Teamwork and leadership
* Attentive to customer needs and serving them at the till
* Learning what the customer needs and wants to offer a product suitable

## NHS Isolation | sitel | Dates From August 2021 – SEPTEMBER 2021

* Maintained telecommunication system
* Maintained good communication skills
* Be able to answer questions on the spot
* Asking for details of patients
* Following GDPR requirements
* Advising patients on what to do