



Bangladesh

Mr. PLABAN SUTRADHAR

PERSONAL DETAILS

Reference No.	CV-IT-527483-24
Country of Residence	Bangladesh
Surname	SUTRADHAR
Given Name	PLABAN
Date of Birth	Wednesday, 07 Sep 1994
Gender	Male
Marital Status	Single
Religion	Hindu

PASSPORT DETAILS

Passport Number	
Nationality	Bangladesh
Date Of Issue	Sunday, 16 Jan 2022
Date Of Expiry	Thursday, 15 Jan 2032
Place Of Issue	DHAKA

PHYSICAL INFORMATION

Height 5 feet. 4 inche

Weight 55

No, I Don't have any physical disability or serious illness.

No, I Don't have any scars, marks or tattoos.

EDUCATION INFORMATION

Highest Level of Education Post Graduate

School/College/University Name national University of Bangladesh

Passing Year 2016

PROFESSIONAL QUALIFICATIONS

Institute Name UCEP BANGLADESH

Course Title GRAPHIC DESIGN FOR FREELANCING

Passing Year 2024

LANGUAGES INFORMATION

Languages	Speaking	Writeing	Understanding
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BANGLA	Excellent	Excellent	Excellent
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ENGLISH	Excellent	Excellent	Well
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HINDI	Well	Fair	Excellent
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EMPLOYMENT HISTORY

Year Of Exprience 7

Background	I am an HR & Admin Officer in S&S Communication and I have to do maintain personnel records, update databases, and create guidelines and FAQ documents about company policies. I gather payroll data, publish job ads, schedule interviews, and prepare HR-related reports. Furthermore, I also develop training materials and respond to employee inquiries about benefits. Overall, my role is to ensure smooth HR operations and provide support to the HR department.
Latest Company	S&S Communication
Telephone No	+88 017 9191 3 888
Address	Kanchan Bazar,Chorpara Road, Rupgonj, Narayongonj.
Date Of Join	2017-09-01
Last date at Job	

EXPERIENCE CERTIFICATIONS

Certifications

HR & Admin Officer

NOTE:-

We are Workers in Armenia / Galaxy Seven Armenia, a recruitment and employment support organization assisting employers and foreign workers in the Republic of Armenia. We have been appointed as HR consultant for the above applicant. The above (CV) applicant is our registered and recognized candidate; therefore, we assure you that the applicant will be well-mannered, sober, and gentle. After confirming hiring eligibility, our company will assist the applicant in preparing the required documents for the work authorization process and, where applicable, for obtaining a legal work residence permit in Armenia. After completion of formalities, our company will support the applicant by providing basic but very important HSE and first-aid training. Workers in Armenia / Galaxy Seven Armenia will also provide proper knowledge to the applicant about work ethics/behavior and the applicable laws and regulations of the Republic of Armenia. Our office representative will be accessible at all times through our Armenia office with 24/7 online support to respond to the employer (Company) and assist throughout the entire process. Our entire service follows ethical recruitment practices. We do not charge any money/fees from the applicant for VISA or JOB in Armenia.

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