



Sheta Hazari

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Passport: A12662962 **Residence permit**: 29105027066 **Gender**: Female **Date of**

birth: 02/08/1991 **Place of birth**: Chattogram, Bangladesh **Nationality**: Bangladeshi

ABOUT ME

I am a curious and motivated business graduate with a passion for understanding how organizations can thrive responsibly in a rapidly changing world. My academic background in Finance, combined with my growing interest in sustainability, global markets, and data-driven strategies, has shaped my vision of becoming a business professional who contributes to meaningful, positive impact.

I am eager to immerse myself in multicultural learning, innovative business frameworks, and evidence-based practices. I see my future in roles that bridge analytical thinking with ethical leadership—helping organizations grow with purpose, sustainability, and strategic foresight.

EDUCATION AND TRAINING

Document Control Management

Excellence Training Centre Qatar <https://excellence.qa/>

City: Doha | **Country**: Qatar |

[07/2016 – 25/09/2017] **Master of Business Administration (MBA)**

Premier University <https://puc.ac.bd/>

City: Chattogram | **Country**: Bangladesh | **Field(s) of study**: Business, administration and law: • *Finance, banking and insurance* | **Final grade**: CGPA 3.31 out of 4.00 | **Level in EQF**: EQF level 7 | **Number of credits**: 36 | **Thesis**: Financial Statement Analysis of Banking

- The financial Performance of the bank
- The theoretical knowledge of the original financial data of the bank
- The financial bank in the last couple of years
- Identify the bank's strengths and weaknesses.

[05/2011 – 30/05/2016] **Bachelor of Business Administration (BBA)**

Premier University <https://puc.ac.bd/>

City: Chattogram | **Country**: Bangladesh | **Field(s) of study**: Business, administration and law | **Final grade**: CGPA 3.29 out of 4.00 | **Level in EQF**: EQF level 6 | **Number of credits**: 126

[2008 – 2010] **Higher Secondary Certificate (HSC)**

Chitagong Govt. Women College, Bangladesh

City: Chattogram | **Country**: Bangladesh | **Field(s) of study**: Business, administration and law | **Final grade**: CGPA 4.30 out of 5.00

[2007 – 2008] **Secondary School Certificate (SSC)**

St. Scholastica's Girls' High School

City: Chattogram | **Country**: Bangladesh | **Field(s) of study**: Business, administration and law | **Final grade**: CGPA 4.69 out of 5.00

WORK EXPERIENCE

Modiste (CEPZ) Limited

City: Chattogram | **Country**: Bangladesh

[05/04/2017 – 30/07/2019] **Junior Executive**

- Day-to-Day Transaction Recording
- Documentation & Basic export-related entries
- Team Support & other Assigned Tasks

LANGUAGE SKILLS

Mother tongue(s): Bengali

Other language(s):

English

LISTENING B2 READING B2 WRITING B2

SPOKEN PRODUCTION B2 SPOKEN INTERACTION B2

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

SKILLS

understand spoken English | Microsoft Word | Microsoft Excel | Microsoft Office |
interact verbally in English | Microsoft Powerpoint | Social Media | Document control