

Sizanur Rahman Rafi

Summary

Energetic and reliable team member with a few months of experience working in a bakery environment. Skilled in assisting with food preparation, maintaining cleanliness, and delivering excellent customer service. Ready to contribute to a fast-paced team and grow in the hospitality industry.

Contact Info

sizanurrafi@gmail.com
+974 5134 4112
QID: 30105004892

Skills

- Microsoft Office (Word, Excel, PowerPoint).
- Graphic Design (Photoshop, Illustrator).
- Social Media Management.
- Accounting and Bookkeeping.
- Writing and Editing.
- Digital Marketing.
- Order Processing.

LANGUAGE

Fluent in English
Hindi

Work Experience



Assistant Manager

Comfortable Bakery, Umm Qarn, Doha
April 2025 to Continue

- Oversee daily bakery operations to ensure smooth functioning and quality service.
- Ensure team performance and maintain a positive working environment.
- Coordinate with suppliers to maintain proper inventory and avoid shortages.



Educational Background



Higher Secondary School certificate (HSC).

Barlekha Government College,
Barlekha, BANGLADESH.

Year of Graduation: May 2022



Secondary School Certificate (SSC).

Dakshinbhag NCM High
school, Dakshinbhag, BANGLADESH.

Year of Graduation: February 2020

Declaration

I hereby declare that the information provided above is true to the best of my knowledge and belief.

Sizanur Rahman Rafi

Dear Sir/ Madam

I am writing to express my interest in the Digital Marketing position at your company. As a fresher with a strong foundation in marketing tools and technologies, I am eager to apply my skills and grow within a professional team.

Although my work experience is limited to a few months as an Assistant Manager at a bakery, that role taught me the importance of communication, time management, and handling real-world business operations. I was also involved in supporting marketing tasks like social media posting and customer engagement — which sparked my passion for digital marketing.

I have developed a wide range of skills that make me a strong candidate for an entry-level marketing role, including:

Microsoft Office (Word, Excel, PowerPoint)

Graphic Design (Photoshop, Illustrator)

Social Media Management

Digital Marketing Fundamentals

Writing and Editing

Order Processing and Basic Accounting

I am a fast learner, highly motivated, and always ready to take on new challenges. I believe my combination of technical skills and willingness to learn would allow me to contribute positively to your team.

Thank you for considering my application. I would welcome the opportunity to discuss how I can support your company's marketing efforts. I am available for an interview at your convenience.

Sincerely,
Sizanur Rahman Rafi