

SUBORNA AKTER

+8801735 564581

subornaakter.ga@gmail.com

Uchutia, Manikganj Sadar, Manikganj Sadar, Manikganj, Bangladesh.

Professional Summary

Highly reliable and dedicated Restaurant Worker with a strong customer service record and a stellar work ethic. Flexible scheduling availability to include evenings, weekends, and special events as required. Able to function well as an independent worker with little to no supervision or as a member of a restaurant worker team.

Work Experience

Sewing Operator

January 2017 - now,

AJ Fashions Ltd., Dhaka

- Collaborated with the designer to build line plans and develop key items.
- Supported division strategies to achieve financial targets.
- Worked with sourcing and production and responsible for costing on all garments.
- Researched design, pricing and marketing stand point to keep the brand ahead of its competitors.

Responsibilities-

- Weighing packages and labeling them appropriately
- Ensure that items are undamaged.
- Inspecting shipping containers to ensure they meet shipping regulations.
- Keeping records of packages including delivery notes, invoices, etc.
- Pack items into shipping containers.
- Seal and label shipping containers.

Education

Junior School Certificate

Manikganj Govt. High School

Passed my junior school certificate from Manikganj Govt. High School.

Skills

Professional

- Ability to work in a fast-paced, high-stress environment for long hours
- Ability to operate shipping vehicles
- A high school qualification or equivalent.
- Prior experience working in a warehouse.
- Attention to detail.

Personal

Name: **Suborna Akter**
Father: Md Amser Ali
Mother: Anowara Begum
Date of Birth: Nov 10, 1999
Nationality: Bangladeshi
Passport Number: **EA0973273**